



**Bozeman Plan Room, Inc.**

1105 Reeves Rd. West, Ste 800  
Bozeman, MT 59718

Ph: 406-586-7653  
Fax: 406-586-4062

Email: [exchange@bozemanplanroom.com](mailto:exchange@bozemanplanroom.com)  
[www.bxbozeman.com](http://www.bxbozeman.com)

The basics of our services consist of access to complete project bidding information and updates in the online plan room as well as a weekly emailed project newsletter. The Online Plan Room includes plans specifications, addenda and other changes, and lists of who is viewing the project and who is planning on bidding.

Our annual membership fee is **\$365.00** to be paid in full **OR** a payment of **\$195.00** to initiate service with a quarterly fee of **\$50.00**. Quarterly fees are billed out and payable in the following months: January, April, July, and October.

**The Bozeman Builders Exchange accepts cash, check or credit card.**

**MEMBERSHIP AND CREDIT APPLICATION**

**Credit accounts are primarily for printing services and service renewals.**

**Information is for internal use only and will not be sent to any credit agency.**

**APPLICANT INFORMATION:**

Full Business Name and DBA if any (include tax ID number)

Owner/Officer/Applicant Name

Street Address

City

State

Zip

Business Telephone

Business Fax

Cell

Email \_\_\_\_\_ Type of Business \_\_\_\_\_

Would you like your business name included in a directory for publication? Yes \_\_\_\_\_ No \_\_\_\_\_

Please check which membership you are interested in:

\_\_\_\_\_ **One time payment of \$365.00 for Annual Membership to Online Plan Room service.**

\_\_\_\_\_ **Payment Plan: 1 payment \$195.00 to start + 4 quarterly payments of \$50 (\$395 total) for Annual Membership to Online Plan Room service.**

**BANK REFERENCES:**

Bank Name

Address

Contact

Phone

**AGREEMENT, AUTHORIZATION AND SIGNATURE:**

I, the undersigned owner/officer/applicant (hereinafter "buyer"), do hereby warrant and represent that the information contained herein is true and correct. Further, Buyer authorizes The Bozeman Builders Exchange (hereinafter "seller") to contact buyers bank to obtain credit information. In the event credit is granted buyer understands and agrees that payment for all goods and services provided by seller are due within 30days of date of seller's billing. Any unpaid balance older than 30 days will be in default and will be charged interest at the highest rate allowed by law. If buyers account is in default it may be turned over to a collection agency. Also buyer understands that he will be responsible for, but not limited to, principal amount, collection agency fees, attorney fees and any court costs.

By \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**PERSONAL GUARANTEE:**

I agree to personally guaranty payment of the debt. This includes the principal amount, interest, collection agency fees, attorney fees, and court cost incurred. I authorize seller to investigate my personal credit, financial and bank records. I understand than any negative information, including failure to make required payments, may be reported on my personal credit records.

By \_\_\_\_\_ Date \_\_\_\_\_

**TERMS AND CONDITONS**

1. Builders Exchange Services

Readers are responsible to ascertain information from the plans, specifications and addendums as provided by the issuers and by contacting issuers directly. The builders exchange cannot express or imply warranty as to the completeness or accuracy of any information.

Website Service by the Builders Exchange, Bozeman, MT will be an evolving service increasing in scope over time. Technology being what it is, we cannot guarantee that website services will not be interrupted occasionally due to equipment failure or other circumstances beyond our control. We will, in the event of interruption, due or best to provide needed information. Passwords will be assigned and are subject to change.

2. AGREEMENT FOR RECEIPT, USE AND NON-DISCLOSURE OF INFORMATION

This agreement is entered into by the Builders Exchange, Bozeman, Mt and the undersigned to safeguard their mutual interest in the gathering use of information relating to construction projects as contained in the BIDLET or made available on a website accessible on the Internet.

The firm represented by the undersigned recognizes, understands and agrees that this mutual interest is compromised if the information is made available to anyone participating financially in its generation.

Therefore, the sharing of this information, by the undersigned, or an employee of the firm identified on the reverse of this form with any individual, company, or corporation not subscribing to the Builders Exchange , Bozeman, MT constitutes a violation of this agreement.

Violation of this agreement will result in immediate cancellation of service with no refund of fees. Unauthorized use of the information will be considered theft.

The undersigned understands and accepts the Terms and Conditions as stated in paragraphs 1 and above.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Representing (Company name) \_\_\_\_\_