

Building Materials Evaluation Commission
Commission d'évaluation des matériaux de construction

APPLICATION FORM

RETURN this application and 19 copies (separately bound and indexed), the application fee, in the form of a certified cheque, money order or bank draft, and supporting data to:

The Secretary
 Building Materials Evaluation Commission
 777 Bay Street, 12th Floor
 Toronto, Ontario, M5G 2E5

FOR COMMISSION USE ONLY
APPLICATION # _____
DATE RECEIVED _____
DATE EXAMINED _____

EVALUATION of _____

1. APPLICANT INFORMATION

Name of Applicant:	Municipal Address of Applicant and Manufacturing Location(s), if different.
Name & Position of Contact Person:	
Tel: Fax: Email: Web Site:	

2. AGENT INFORMATION: The Applicant Must Provide Written Authorization confirming Agent's Authority to act in this matter.

Agent's Name and Position:	Agent's Name and Address:
Tel: Email:	

3. **SUBJECT MATTER OF APPLICATION**

(a) Description:

Describe in detail all components of the material, system, or building design and their physical relationship to each other, providing a descriptive title, and including model numbers, sizes, dimensions where applicable. Information must be submitted in SI units (metric) of measurement.

(b) Usage and Limitations:

Describe the uses for which the material, system or building design is intended and list the known limitations on the uses of the material, system or building design.

(c) List all Submitted Documents:

Tabulate all documentation and clearly identify the documents, tests, or support materials to be considered by the BMEC. Information you may consider submitting for review may include, is not limited to:

- | | |
|---|--|
| <input type="checkbox"/> Quality Control Manuals (onsite) | <input type="checkbox"/> Quality Control Manuals (factory) |
| <input type="checkbox"/> Installation Manuals | <input type="checkbox"/> Test Results |
| <input type="checkbox"/> Certifications | <input type="checkbox"/> Manufacturer Information |
| <input type="checkbox"/> Listings | <input type="checkbox"/> MSDS Sheets |
| <input type="checkbox"/> Other Approvals | <input type="checkbox"/> Stickers or Decals |
| <input type="checkbox"/> Drawings | <input type="checkbox"/> Sample of the Product |
| <input type="checkbox"/> Calculations | <input type="checkbox"/> Site monitoring information |
| <input type="checkbox"/> Training Manuals | <input type="checkbox"/> Other (list all) |

(d) Ontario's Building Code:

- i. Identify all provisions of Ontario's current Building Code that inhibit the use of the proposed material, system, or building design and/or identify the provisions of the Building Code for which an equivalency is being sought.
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- ii. Identify all acceptable solutions in Division B of Ontario's current Building Code that affect, or may be considered applicable to the proposed alternative solution, material, system, or building design.
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- iii. Identify all applicable objectives and functional statements of Ontario's current Building Code that affect, or may be considered applicable to the proposed alternative solution, material, system, or building design.
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- iv. Demonstrate on the basis of past performance, tests or other evaluation that the proposed alternative solution, material, system or building design will achieve the level of performance required under Division B of Ontario's current Building Code.
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- v. Detail all relevant assumptions, limiting or restricting factors, testing procedures, etc., including any commissioning, operational and maintenance requirements.
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4. ACCEPTANCE BY OTHER JURISDICTIONS

- (a) Include copies of decisions made by a chief building official or registered code agency under Division A, Section 1.2., "Compliance". Include all relevant assumptions, limiting or restricting factors, test procedures, studies or building performance parameters and commissioning, operational and maintenance requirements used to demonstrate satisfactory performance, in the opinion of the chief building official or registered code agency, to the applicable acceptable solutions in Division B in respect of the objectives and functional statements attributed to the acceptable solutions in Supplementary Standard SA-1.
- (b) Include copies of any acceptances, authorizations, evaluations, or refusals from national, provincial, state, or other jurisdictions of the proposed material, system or building design. These acceptances by other jurisdictions should be accompanied with the relevant regulation.

5. CERTIFICATION and ANALYSIS

The Applicant shall:

- (a) Provide a report from a professional engineer or architect licensed to practice in Ontario, and acting within their area of expertise:
 - (i) Verifying that they have thoroughly reviewed the information contained in the application,
 - (ii) Providing a complete, detailed, and impartial technical analysis and rationale for each document contained in the application, and how each document relates to and supports the application in respect of providing an equal level of performance, to that required by the Building Code, and
 - (iii) Providing written certification stating that to the best of their knowledge, ability, and belief that the information contained in the application is true and correct.
- (b) Provide written acknowledgment that subsequent information, which may be submitted in support of the application, will also include a certification to the requirements above in 5.(a) (i), (ii) and (iii).

6. CANADIAN CONSTRUCTION MATERIALS CENTRE

- (a) The applicant certifies that no application to examine the material, system or building design that is the subject of this application, has been made to the Canadian Construction Materials Centre of the National Research Council; and,
- (b) The applicant undertakes to notify the Secretary of the Building Materials Evaluation Commission forthwith if any application to the Canadian Construction Materials Centre is made prior to the Building Materials Evaluation Commission making an authorization in respect of this application.

7. CONSENT

- (a) The applicant consents to the Building Materials Evaluation Commission disclosing:
 - (i) to the Canadian Construction Materials Centre such information about this application as may be necessary for the purpose of enabling the Building Materials Evaluation Commission to determine, pursuant to s. 29(8) of the *Building Code Act, 1992*, whether the CCMC has examined or has expressed its intention to examine the material, system or building design that is the subject of this application; and,
 - (ii) to the Ministry of Municipal Affairs such information about this application as may be necessary for the Ministry to provide any information about the application which may be requested by the BMEC

8. APPLICATION FEE

- (a) Canadian applicants shall submit a certified cheque, money order, or bank draft payable to the **"Minister of Finance" in the sum of \$12,430.00 in Canadian funds**, comprised of a \$11,000.00 application fee, plus 13% HST.
- (b) International applicants shall submit a certified cheque, money order, or bank draft payable to the **"Minister of Finance" in the sum of \$11,000.00 Canadian funds**.

9. CONFIDENTIALITY ACKNOWLEDGEMENT

The Applicant acknowledges that the Ministry of Municipal Affairs and Housing and the Building Materials Evaluation Commission are "institutions" for the purpose of the *Freedom of Information and Protection of Privacy Act* (Ontario), and that the Canadian Construction Materials Centre is a "government institution" for the purpose of the *Access to Information Act* (Canada).

10. SIGNATURE

The applicant hereby applies to the BMEC for an authorization, for the product noted on page 1 of this form, pursuant to section 28. of the *Building Code Act*, 1992; and the applicant certifies that all information contained in this application and supporting documentation is true, correct, and complete to the best of his/her knowledge.

Name of Applicant _____

Name of duly Authorized Person _____

Position of duly Authorized Person _____

Signature of duly Authorized Person _____

Date of Signature _____

For further information regarding this application please contact:

The Secretary

Building Materials Evaluation Commission

Building Services Transformation Branch, Ministry of Municipal Affairs and Housing

777 Bay Street, 12th Floor

Toronto, Ontario, M5G 2E5

Tel: (416) 585-4234

Fax: (416) 585-7455