



# Electrical Apparatus Service Association, Inc. International Active Membership Application

## INSTRUCTIONS

- Complete the application, answering Questions 1-10 completely.
- Determine the total of your entrance fee and dues (Page 3).
- Send application with dues and entrance fee to:

EASA Headquarters  
1331 Baur Blvd.  
St. Louis, MO 63132  
USA  
Phone: 314-993-2220  
Fax: 314-993-1269  
E-Mail: easainfo@easa.com

### OFFICE USE ONLY

Rec'd \_\_\_\_\_ Fees Pd. \_\_\_\_\_  
Region \_\_\_\_\_ Chapter \_\_\_\_\_  
To Chptr. \_\_\_\_\_ Rtrnd. \_\_\_\_\_  
To Drtr. \_\_\_\_\_ Rtrnd. \_\_\_\_\_  
To Cmte. \_\_\_\_\_ Rtrnd. \_\_\_\_\_  
Apprvd./Disapprvd. \_\_\_\_\_

## 1. GENERAL INFORMATION

Company Name \_\_\_\_\_  
Address \_\_\_\_\_ Zip Code \_\_\_\_\_ P.O. Box \_\_\_\_\_ Zip Code \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
Phone (\_\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_\_) \_\_\_\_\_  
E-mail \_\_\_\_\_ Home Page \_\_\_\_\_  
Chief Operating Officer (preferred) or Principal Owner \_\_\_\_\_

## 2. TYPE OF OWNERSHIP

- Proprietorship                                       Partnership                                       Privately Held Corporation  
 Division of \_\_\_\_\_ Corporation.

## 3. COMPANY HISTORY

Date Company Began Operating ..... Month \_\_\_\_\_ Year \_\_\_\_\_  
Date Company Began Servicing Mechanical and or Electrical Equipment ..... Month \_\_\_\_\_ Year \_\_\_\_\_  
Date Company Was Acquired by Present Owner(s) ..... Month \_\_\_\_\_ Year \_\_\_\_\_  
Name(s) of Owner(s), Partners or Parent Corporation \_\_\_\_\_

## 4. COMPANY'S OFFICIAL EASA REPRESENTATIVE (Person to be listed in EASA's membership directory.)

First Name \_\_\_\_\_ Initial \_\_\_\_\_ Last Name \_\_\_\_\_ Nickname \_\_\_\_\_ Spouse \_\_\_\_\_  
Home Address \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ E-mail \_\_\_\_\_

(over, please)

## 5. ACTIVITIES AND FACILITIES CODES FOR WORK PERFORMED IN YOUR PLANT

This information will appear in your "Activities Code" and "Facilities Code" listing in EASA's yearbook.

### a) ACTIVITIES CODE

Place an "X" next to each activity that your company is adequately equipped to handle.

Use a "XX" to indicate a maximum of five (5) of your company's **most important** service or repair activities.

#### 1. AC ELECTRIC MOTOR REWINDING AND REBUILDING

- a. Single-phase motors
- b. Polyphase motors less than 50 hp (37 kW)
- c. Polyphase motors up to 200 hp (150 kW)
- d. Polyphase motors 200 hp (150 kW) and over
- e. Polyphase motors with formed coils
- f. Polyphase motors over 600 volts
- g. Wound rotors
- h. AC generator rewinding less than 50 kW
- i. AC generator rewinding 50 kW and over
- j. Brush shifting motors
- k. U.L. or CSA approved for rebuilding of electric motors and generators in hazardous locations. (Will not be listed if you do not indicate file #.)

U.L. File # \_\_\_\_\_

CSA File # \_\_\_\_\_

- l. Hazardous Area Equipment Rebuilding

Authorizing Agency \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Member # \_\_\_\_\_

- m. ISO 9000 Series registration. (Will not be listed if you do not indicate certificate #.)

ISO 9000 Series Certificate

# \_\_\_\_\_

#### 2. DC MOTOR OR GENERATOR REWINDING OR REBUILDING

- a. DC motors or generators less than 10 kW
- b. DC motors or generators 10 kW and over
- c. Rotating fields less than 10 kW
- d. Rotating fields 10 kW and over
- e. Armature rewinding
- f. DC welders - rotating
- g. DC welders - static

#### 3. SPECIALTY MACHINE REWINDING OR REBUILDING

- a. Servo
- b. Traction
- c. Hermetic
- d. Hoist
- e. Cryogenic
- f. DC lifting magnets

#### 4. TRANSFORMER SERVICING

- a. Air-cooled rebuilding
- b. Air-cooled rewinding
- c. Oil-filled rebuilding
- d. Oil-filled rewinding
- e. Welder transformer rewinding
- f. Auto transformer rewinding

#### 5. MECHANICAL SERVICING

- a. Dynamic balancing
- b. General machine shop
- c. Hermetic compressors
- d. Metal spraying
- e. Pump repairing
- f. Rotor rebaring
- g. Air compressors
- h. Combustion engines

#### 6. ELECTRIC/ELECTRONIC CONTROL SERVICING

- a. Electromechanical field servicing
- b. Electronic field servicing
- c. Printed circuit board repairing
- d. Switchgear 600 volts
- e. Switchgear over 600 volts
- f. Custom panel fabrication
- g. General electrical contracting

#### 7. FIELD SERVICE

- a. Vibration analysis
- b. Alignment
- c. Laser alignment
- d. Portable balancing
- e. Thermography

#### 8. LOAD TESTING (DYNAMOMETER RANGES)

- a. Under 125 hp (93 kW) @ 1800 rpm
- b. 125 to 250 hp (93 to 186 kW) @ 1800 rpm
- c. 251 to 500 hp (187 to 373 kW) @ 1800 rpm
- d. Over 500 hp (373 kW) @ 1800 rpm

#### 9. ELECTRICAL APPARATUS SALES

- a. Single-phase electric motors
- b. Polyphase electric motors
- c. DC motors
- d. Transformers
- e. Gear motors, speed reducers
- f. Adjustable-speed drives
- g. Power transmission equipment
- h. Generators
- i. Hoists
- j. Electric motor controls
- k. Portable tools
- l. Pumps

### b) FACILITIES CODE

Place an "X" in the boxes below that best describe your company's capacities. (Metric equivalents are approximate.)

#### 10. AREA DEVOTED TO SERVICE WORK

- a. Less than 2,000 sq. ft (186 sq. m)
- b. 2,000 - 4,999 sq. ft (186 - 464 sq. m)
- c. 5,000 - 9,999 sq. ft (465 - 929 sq. m)
- d. 10,000 - 14,999 sq. ft (930 - 1,393 sq. m)
- e. 15,000 - 49,999 sq. ft (1,394 - 4,645 sq. m)
- f. 50,000 sq. ft (4,646 sq. m) and over

#### 11. AREA REGULARLY SERVICED (Radius From Plant)

- a. Less than 50 miles (80 km)
- b. 50 - 99 miles (80 - 160 km)
- c. 100 - 199 miles (161 - 320 km)
- d. 200 miles (321 km) or over

#### 12. LARGEST CRANE OR HOIST CAPACITY

- a. Less than 2 tons (1,815 kg)
- b. 2 - 4.9 tons (1,815 - 4,535 kg)
- c. 5 - 9.9 tons (4,536 - 9,071 kg)
- d. 10 tons (9,072 kg) or over

#### 13. HEIGHT AND WIDTH OF LARGEST SERVICE ENTRANCE

- a. Personnel only
- b. At least 8 x 8 ft (2.4 x 2.4 m)
- c. At least 8 x 12 ft (2.4 x 3.6 m)
- d. At least 12 x 14 ft (3.6 x 4.3 m)

#### 14. LATHE EQUIPMENT

- a. Less than 16 in (40 cm)
- b. 16 - 23 in (40 - 60 cm)
- c. 24 - 35 in (61 - 90 cm)
- d. 36 - 47 in (91 - 120 cm)
- e. 48 in (121 cm) or more

#### 15. DYNAMIC BALANCING EQUIPMENT

- a. Portable
- b. Less than 500 lbs (227 kg)
- c. 500 - 1,999 lbs (227 - 906 kg)
- d. 2,000 - 4,999 lbs (907 - 2,267 kg)
- e. 5,000 lbs (2,268 kg) and over

#### 16. BURNOUT OVEN

Inside width and height and depth:

- a. Less than 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- b. At least 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- c. At least 6 x 6 x 6 ft (1.8 x 1.8 x 1.8 m)
- d. At least 8 x 8 x 8 ft (2.4 x 2.4 x 2.4 m)

#### 17. DIPPING EQUIPMENT

Length and width and depth:

- a. Less than 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- b. At least 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- c. At least 6 x 6 x 6 ft (1.8 x 1.8 x 1.8 m)
- d. At least 8 x 8 x 8 ft (2.4 x 2.4 x 2.4 m)

#### 18. VACUUM-PRESSURE IMPREGNATION EQUIPMENT (VPI)

Resin Type:

- a. Epoxy or
- b. Polyester

VPI Processing Equipment Diameter:

- c. Less than 3 ft (0.914 m)
- d. 3 - 5.99 ft (0.914 - 1.826 m)
- e. 6 - 7.99 ft (1.827 - 2.435 m)
- f. 8 - 9.99 ft (2.436 - 3.045 m)
- g. 10 ft (3.046 m) and larger

#### 19. BAKE OVEN

Inside width and height and depth:

- a. Less than 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- b. At least 4 x 4 x 4 ft (1.2 x 1.2 x 1.2 m)
- c. At least 6 x 6 x 6 ft (1.8 x 1.8 x 1.8 m)
- d. At least 8 x 8 x 8 ft (2.4 x 2.4 x 2.4 m)

**6. EMPLOYEE COUNT**

\_\_\_\_\_ List (to the left) the number of employees at this location.

**7. EASA DUES**

<b>Number of Employees</b>	<b>1 - 10</b>	<b>11 - 25</b>	<b>26 - 50</b>	<b>51 - 75</b>	<b>76 - 100</b>	<b>101 or more</b>
<b>Annual Dues</b> (U.S. dollars)	<b>\$672</b>	<b>\$1,039</b>	<b>\$1,428</b>	<b>\$1,827</b>	<b>\$2,005</b>	<b>\$2,205</b>

**8. PAYMENT DUE WITH APPLICATION**

To determine your dues for the first year, multiply the amount in the "EASA Dues" (above) by the appropriate percentage from the "Dues Adjustment Schedule" (below). Enclose a check to cover both your **first year dues** and your **\$75 entrance fee**. Your check must accompany your completed application.

<p><b>DUES ADJUSTMENT SCHEDULE</b> Adjust your first year's dues according to the date you apply. The full \$75 entrance fee is assessed for each applicant regardless of the date of application.</p> <p><b>Jan. 1 - June 30 = 100 %</b></p> <p><b>July 1 - Dec. 31 = 50 %</b></p> <p><b>Note:</b> Most EASA publications and services are currently available in the English language only.</p>	<p><b>Entrance fee</b> .....\$ <b>75.00</b></p> <p><b>EASA dues</b> (adjusted).....\$ _____</p> <p><b>Chapter dues</b> † .....\$ _____</p> <p><b>Total dues &amp; fees</b> .....\$ _____</p> <p><b>International shipping/handling</b> (if applicable) * .....\$ <b>89.00</b></p> <p><b>Total enclosed</b> ** .....\$ _____</p> <p style="text-align: right;">(Payable in U.S. Funds)</p>
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\* **International Shipping/Handling** (Covers shipping and handling for EASA New Member Kit filled with EASA publications, motor rewind data CD-ROM & other EASA materials to countries outside of the United States and Canada; weighs approximately 21 pounds. EASA does not pay customs and duties.)

Enclosed is my check for \$ \_\_\_\_\_ (U.S. Funds)

Please charge \$ \_\_\_\_\_ to  MasterCard  VISA  American Express

Card Number \_\_\_\_\_ Verification Code<sup>††</sup> \_\_\_\_\_ Expiration Date \_\_\_\_\_  
Month Year

Cardholder \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

† If you are uncertain about chapter membership or chapter dues, disregard the "Chapter Dues" section at this time. A representative of the appropriate local chapter will contact you shortly after your application is received by EASA Headquarters.

†† Last 3 digits on back of MC and VISA cards; 4 digits on front of AMEX cards.

\*\* Make checks payable to **Electrical Apparatus Service Association, Inc.**, covering both dues and entrance fee. Payment must be made in U.S. funds.

U.S. applicants, please note that dues are not deductible as a CHARITABLE CONTRIBUTION. Dues are deductible as a BUSINESS EXPENSE; after January 1, 1994, however, any small portion of your dues (usually less than one percent) that may be spent to lobby Congress on issues affecting the membership will not be deductible. EASA will notify the membership of any amounts involved.

**CHAPTER MEMBERSHIP**

Chapter membership is required for Active members. It is strongly recommended that you belong to your local chapter to derive the maximum benefit for your company. You may, however, belong to any chapter in addition to or in place of your local chapter. EASA's chapters foster increased cooperation and fellowship by affording members opportunities to meet and exchange ideas and solutions to common problems. EASA's chapters also keep members informed of industry trends through conferences, exhibitions and business meetings. A chapter map and other information is available at [www.easa.com](http://www.easa.com).



**PAYMENT MUST ACCOMPANY APPLICATION**

(over, please)

# QUALIFICATIONS AND CONDITIONS OF MEMBERSHIP

## MEMBERSHIP QUALIFICATIONS

1. ACTIVE MEMBERS of this Association shall be firms engaged in the business of servicing electrical, electronic or mechanical apparatus. Members must meet the following qualifications:
  - A. Have been in business at least one year, except a newly established or acquired location of an Active member firm is eligible for Active membership regardless of its length of time in business as long as it meets the membership requirements;
  - B. Have at least two full-time employees;
  - C. Have been approved for membership;
  - D. Agree to be bound by and comply with the provisions of the Bylaws and Governing Policies of the Association.
2. Where an Active Member is a part of a business organization which has more than one such location, each facility is eligible to apply for its own membership in the Association and the benefits of membership shall not be made available to, nor be used by, any such separate facility which does not hold its own membership in the Association.

## OBJECTS

The objects of the Association shall be:

1. To foster the trade, commerce and interest of those engaged in the business of servicing and marketing electrical, electronic and mechanical apparatus.
2. To correct trade abuses relative thereto.
3. To secure freedom from unjust or unlawful exactions.
4. To collect and disseminate information of value to members and the public.
5. To promote uniformity in the trade customs of those having a common interest in the industry.
6. To arbitrate differences between members.
7. To encourage friendly relations among members.
8. To promote voluntary standards and cooperation in order to avoid undue government intervention.

## EASA CODE OF BUSINESS PRACTICE

EASA strongly encourages its members to represent the electrical apparatus sales and service industry with the highest quality of business integrity, ability and service by meeting the following guidelines:

1. A member will be financially responsible. He will be able to complete properly and make

## EASA CODE OF BUSINESS PRACTICE—Continued

good his warranties on any job he may undertake.

2. A member will adhere to any warranties which may be adopted by EASA. He will honor any warranties he may make to a customer. He will not assume responsibilities which he cannot realistically fulfill with respect to warranties of materials furnished or services rendered.
3. A member will strive to adhere to all of the standards adopted by EASA.
4. Members will not make secret rebates or arrange special terms to one purchaser which are not granted to all other purchasers in similar circumstances.
5. A member will not misrepresent his business, products or his services.
6. A member will show due consideration for other members and for their ability. He will not attempt to harm another's business through misrepresentation or any other means which would cause loss of good will or reputation.
7. A member or his employees will not initiate direct contact with employees of another EASA member with the objective of enticing them to terminate their present employment. A member may advertise in magazines or newspapers and if an employee of another member's firm answers that ad by personal appearance at that member's place of business, this then would be permissible.
8. A member will adequately provide for the well-being of his employees. He will carry Workmen's Compensation Insurance as required by Law, Public Liability Insurance and such other insurance as may be necessary for the proper protection of his employees and the public.
9. A member will cooperate with fellow members to the best of his ability in sound and lawful projects or programs intended to improve the quality of the industry's service in the public interest.
10. A member will be environmentally responsible at all times and will voluntarily attempt to comply with any and all environmental laws, rules and regulations applicable to the member's business.
11. In order to increase competition by avoiding "monopolies" of basic data required for servicing and repairing electrical equipment, all Active members will promptly make available to other such members, on request and upon payment of a charge not to exceed the reasonable cost of retrieving and providing such information, mechanical and winding data for electric motors, generators, transformers and similar equipment, the exception being when a member firm is quoting on the same equipment.

## 9. HOW DID YOU LEARN ABOUT EASA?

- Another EASA member    
  Internet / EASA Web Site    
  Customer    
  Distributor/Vendor    
  Chapter  
 Industry Publication(s) \_\_\_\_\_    
  Other \_\_\_\_\_

## 10. APPLICANT'S SIGNATURE

*We hereby apply for Active membership in the Electrical Apparatus Service Association and agree to the conditions of membership; we further understand that violation of the conditions of membership, or our failure to support the aims of the Association and to abide by the rules and regulations as covered in the Bylaws and Governing Policies, can be used as a basis for the revocation of our membership by action of the Board of Directors.*

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

## TO BE FILLED IN BY EASA OFFICIALS

### LOCAL EASA CHAPTER

Chapter Name \_\_\_\_\_  
 Approved      Disapproved  
 Signed \_\_\_\_\_  
 Date \_\_\_\_\_

### INTERNATIONAL REGIONAL DIRECTOR

Region Number \_\_\_\_\_  
 Approved      Disapproved  
 Signed \_\_\_\_\_  
 Date \_\_\_\_\_

### INTERNATIONAL ADMISSIONS COMMITTEE

Approved      Disapproved  
 Signed \_\_\_\_\_  
 Date \_\_\_\_\_  
 Comments \_\_\_\_\_

Notice: The Association will, from time to time, transmit to its members, technical, engineering or other information. However, EASA makes no warranties regarding such information and shall not be liable for any loss or damage as a consequence of one's use and reliance upon it.

**IMPORTANT:** Application must be signed by the applicant. Applicants will be notified of approval by EASA International Headquarters.



**ELECTRICAL APPARATUS SERVICE ASSOCIATION, INC.**  
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