

AIA MEMBER GUIDE • 2026

Your Guide to AIA Contract Documents

Here's your guide to using AIA Contract Documents: what you get, how to apply your 20% AIA member savings, and how to be contract-ready before your next project kickoff.



A MESSAGE FROM OUR CEO

Building on Nearly 140 Years of Trust

AIA Contract Documents (ACD) is proud to partner with AIA to support your firm's growth and success.

Since 1888, ACD has helped industry professionals align around a shared standard for managing risk and delivering successful projects. As construction grows more complex, ACD remains a trusted anchor, helping project teams move faster and with greater confidence.

Our suite of contract tools, workflows, and thought leadership doesn't just shape how the industry works today. It uniquely positions firms to achieve better clarity, reduced friction, and more predictable outcomes going forward.

As you prepare for your next project, we've curated a set of resources in this guide to help you navigate contracts with confidence and get the most out of ACD in your day-to-day practice.

We wish you continued success, and we look forward to supporting you along the way.

Sincerely,

Nick Macey

CHIEF EXECUTIVE OFFICER, AIA CONTRACT DOCUMENTS



THE STANDARD FOR THE INDUSTRY

The industry standard, built into your membership.

Since 1888, AIA Contract Documents have set the baseline for agreements in architecture and construction. As an AIA member, you have preferred access to the same documents owners, contractors, lenders, and insurers already expect on a job.

01 • TRUSTED BASELINE

A neutral starting point.

AIA Contract Documents are widely adopted and recognized across the AEC industry. Starting here means fewer arguments about the paper and more time on the project.

02 • CONTRACT FLUENCY

Clarity on scope, risk, and roles.

Standard documents define scope, compensation, risk allocation, and communication, so every party knows who does what, and what happens when things change.

03 • CONTINUOUSLY UPDATED

Reviewed quarterly by 35+ experts.

The AIA Documents Committee is filled with practitioners, attorneys, and insurers who review documents every quarter to reflect case law and industry practice.

YOUR MEMBER BENEFIT

Your AIA member advantage.

20%

Savings on AIA Contract Documents, included with your membership.

Add your AIA Member ID to your ACD account profile before you purchase. The discount applies automatically at checkout from that point forward. [Learn More](#).

HOW TO PUT IT TO WORK

01

[Buy one-time documents](#) when you need a single a single agreement or form for a specific project project or proposal.

02

Or start an [unlimited subscription](#) when your firm runs multiple projects at once or expects repeat document needs.

03

Use the [member education](#) to understand which documents fit your delivery method before you buy.

WHAT YOU GET

What AIA Contract Documents gives your firm.

Four capabilities, one coordinated system: agreements, guidance, workflow, and integrity. Everything you need to draft, send, sign, and close out contracts with confidence.

01

Agreements & forms

A coordinated library covering common project relationships, delivery methods, exhibits, forms, and payment workflows.

02

Guidance & education

Articles, webinars, guides, training that clarify contract document pairings, and best practices.

03

Digital workflow

Catina supports drafting, editing, project organization, reviewing, eSignature, and finalization in a secure workspace – now powered by AI.

04

Certification & integrity

Finalized documents carry markers of authenticity that help every party verify the document source and what's been changed.

New to ACD? Take the path that fits where your firm is today

PATH A

One-time documents.

Best when you have an occasional need, or want to handle a specific project, proposal, or agreement on its own. [Explore One-Time Documents](#).

GOOD FIT FOR

- First-time users getting their footing
- Small or infrequent needs, for firms working on 1-2 projects per year
- Firms working on smaller, or less complex projects
- Testing the workflow before a subscription

PATH B

Unlimited subscription.

Best when your firm manages multiple projects, creates repeat documents, or wants a standardized contract workflow across the team. [Explore Unlimited](#).

GOOD FIT FOR

- Repeat project teams on active pipelines
- Firms working on 3+ projects per year
- Firms building reusable templates
- Teams that need consistency, speed, and collaboration

Not sure which documents you need? Start here.

Answer a few questions about your project and get a full document package recommendation, or quickly find a specific admin form. Visit aiacontracts.com to begin your search.

Matched to your delivery method

Recommendations are grouped by project type, such as Conventional Design-Bid-Build.

Matched to your role

As an architect you see that you are the primary buyer of B-series agreements and C-series consultant agreements.

Clear on what you do with each

Every document is marked with whether you sign it or issue it, and how many you will need.

**ACD Document Finder**

Find the right contract documents for your project

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Based on your provided inputs, our customers generally use the following agreements on their projects.

Conventional Design-Bid-Build

You are the primary buyer of B-series agreements and C-series consultant agreements.

Architect/Designer

You sign	BI01-2017 Standard Form of Agreement Between Owner and Architect Your primary contract – defines scope, fee, schedule milestones, and CA responsibilities.	BUY NOW
You issue x3	C401-2017 Standard Form of Agreement Between Architect and Consultant You contract MEP, structural, and other consultants through this agreement.	BUY NOW
You issue	C402-2018 Standard Form of Agreement Between Architect and Consultant for Special Services For consultants with limited scope not extending to the construction phase.	BUY NOW

YOUR SOLUTIONS

Digital workflows that reduce risk and save time.

ACD isn't just where you buy forms. It's where your team creates, edits, verifies, and manages the contract framework that keeps projects aligned, from first draft to certified final.

01 · DRAFT

Draft with confidence.

A modern editor, project organization, document preview, and streamlined workflows, all in a single platform.

02 · REVIEW

Show what changed.

Transparent edits, additions and deletions reporting, and tracked changes, so redlines are never a mystery.

03 · FINALIZE

Finalize with integrity.

Certification, watermarking, D401 authentication, and timestamping on every finalized document.

04 · WHAT'S NEXT

Prepare for what's next.

AI contract intelligence, risk visibility, benchmarking, and more.

An enhanced editing experience.

From first draft to final signature, the new editor streamlines editing, review, and finalization, helping teams start projects faster.

Familiar editing

An intuitive Word-style editor eliminates barriers to entry.

Efficient variable filling

Quickly complete templates by jumping between fill points.

Rebuilt tracked changes

Color-coded edits and one-click accept or reject actions make reviews simpler.

Comment threads

Keep review comments in the document instead of email.

Clean and comparative PDFs

Preview and finalize using clean or redlined PDFs.

Simplified finalization

A clear workflow guides the team through four easy steps.

Customizable signatures

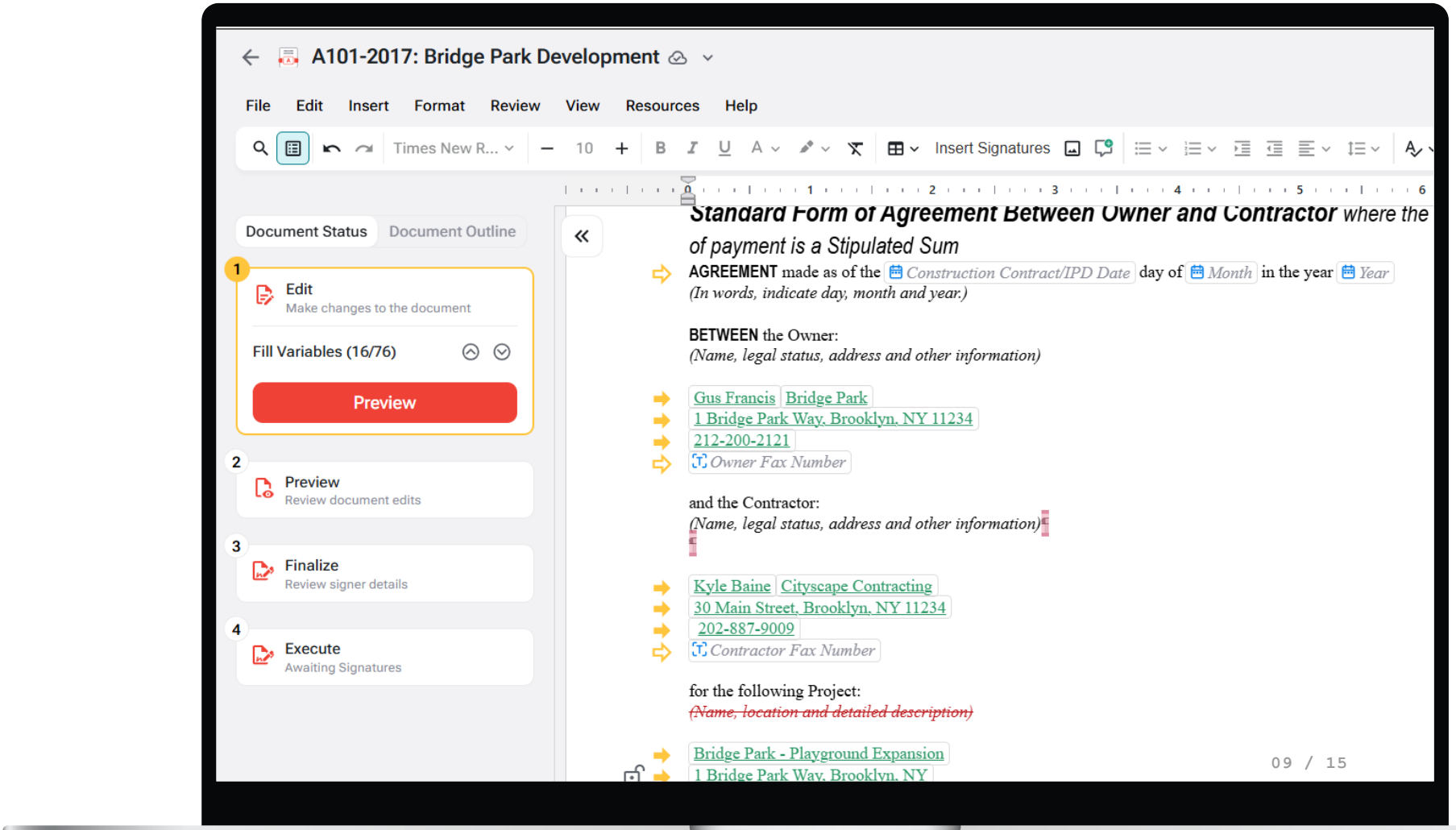
Customize signers and role names to reflect the project.

Seamless offline editing

Work online or offline without disruption.

Custom template builder

Standardize contracting with your own custom templates.



AI-powered contracting assistance.

An in-app chat experience in the platform that helps your team understand and work with AIA Contract Documents faster, and with greater clarity: **AI Assistant**:

01

Knows AIA documents

Understand what documents cover, which projects they're designed for, and how they work together with other agreements.

"Which agreement should I use as an architect hired for a design-build project?"

02

Knows your agreements

Pull key details from your agreements without digging through lengthy documents, including terms, dates, dollar amounts, and exact language.

"What's the design phase completion date in this document?"

03

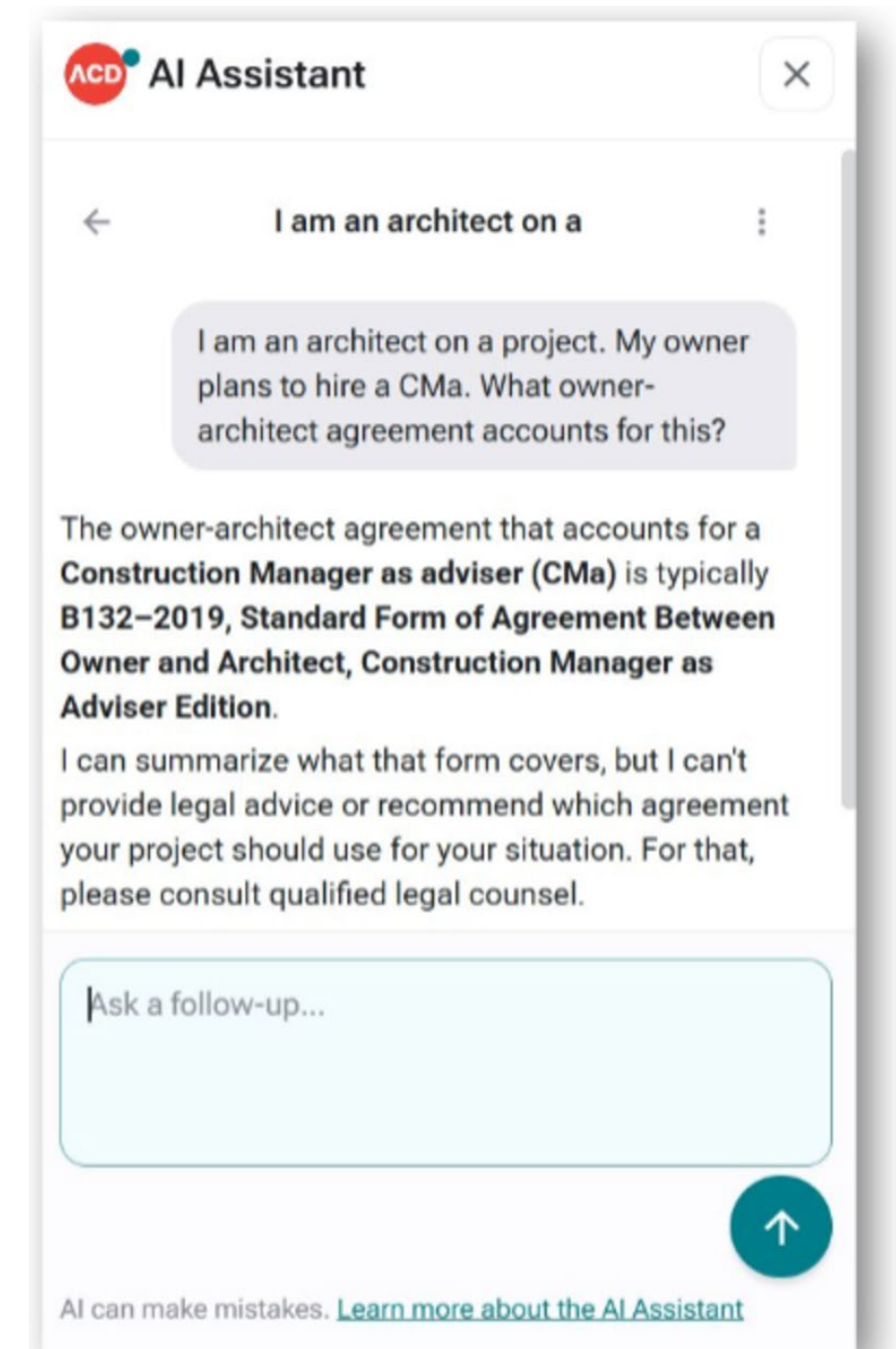
Knows what clauses really mean

Breaks down legalese in a way that is easy to understand, without overstepping into legal advice.

"What does this waiver of consequential damages mean?"

Grounded in AIA Contract Documents and proprietary resources.

Not legal advice.



New solutions, new resources.

Discover on-demand training, guides, and articles to get the most from our latest solutions.

New Editor

 [On-Demand New Editor Training →](#)

 [On-Demand Migration Training →](#)

 [New Editor User Guide →](#)

 [Contract Management System Guide →](#)

AI Assistant

 [AI Assistant Launch Video →](#)

 [On-Demand Webinar: Meet AI Assistant →](#)

 [How to Use AI Assistant for Construction Contracts →](#)

 [How AI Contract Tools Help You Understand What Your Agreements Actually Say →](#)

Thought leadership from the experts.

Live sessions and an on-demand library covering the documents, the clauses inside them, and the industry trends shaping ~~industry trends shaping~~ your projects. Some sessions are eligible for learning units.

01 • ATTEND LIVE

Real time, real answers.

Practical guidance delivered live, followed by by open Q&A with our team.

02 • WATCH ON DEMAND

Catch up on your schedule.

Every session is recorded, including:

- [How ACD's AI Assistant Is Changing Construction Contract Management](#)
- [When Contracts Go Wrong: 3 Core Provisions That Shape Project Success](#)

03 • EARN LEARNING UNITS

Credit for time you're already spending.

Select sessions are eligible for learning units. Check the session description before you register.

WHERE TO FIND IT

learn.aiacontracts.com/category/webinars

LEARNING RESOURCES

Four reads to get you going.

01

LEARN THE BASICS

The Architect's Guide to Contracts

Read first. A primer for anyone new to contract selection. [Learn More.](#)

02

CHOOSE THE RIGHT DOCUMENTS

4 Steps to Quickly and Accurately Choose AIA Contract Documents

Read next. A practical bridge from "I need a contract" to "I know where to start." [Learn More.](#)

03

PROTECT DOCUMENT INTEGRITY

Certified AIA Contracts: Why the AIA Seal Matters

Before you finalize. Why certification and watermarking matter on a real project. [Learn More.](#)

04

BUILD A PROJECT SET

Essential AIA Document Pairings for Architects

When you're planning a project. How agreements and forms work together across a project lifecycle. [Learn More.](#)

SEE ALL EDUCATION RESOURCES

learn.aiacontracts.com

THE MONTHLY BRIEF

AEC insights delivered straight to your inbox.

Monthly insights to reduce risk, choose the right contracts faster, and streamline your workflow. Written for architects, contractors, owners, and attorneys, and backed by the team behind the industry-standard documents.

WHAT'S INSIDE

Articles and guides

Practical guidance on contract selection, change orders, payment, and closeout.

Contract tips

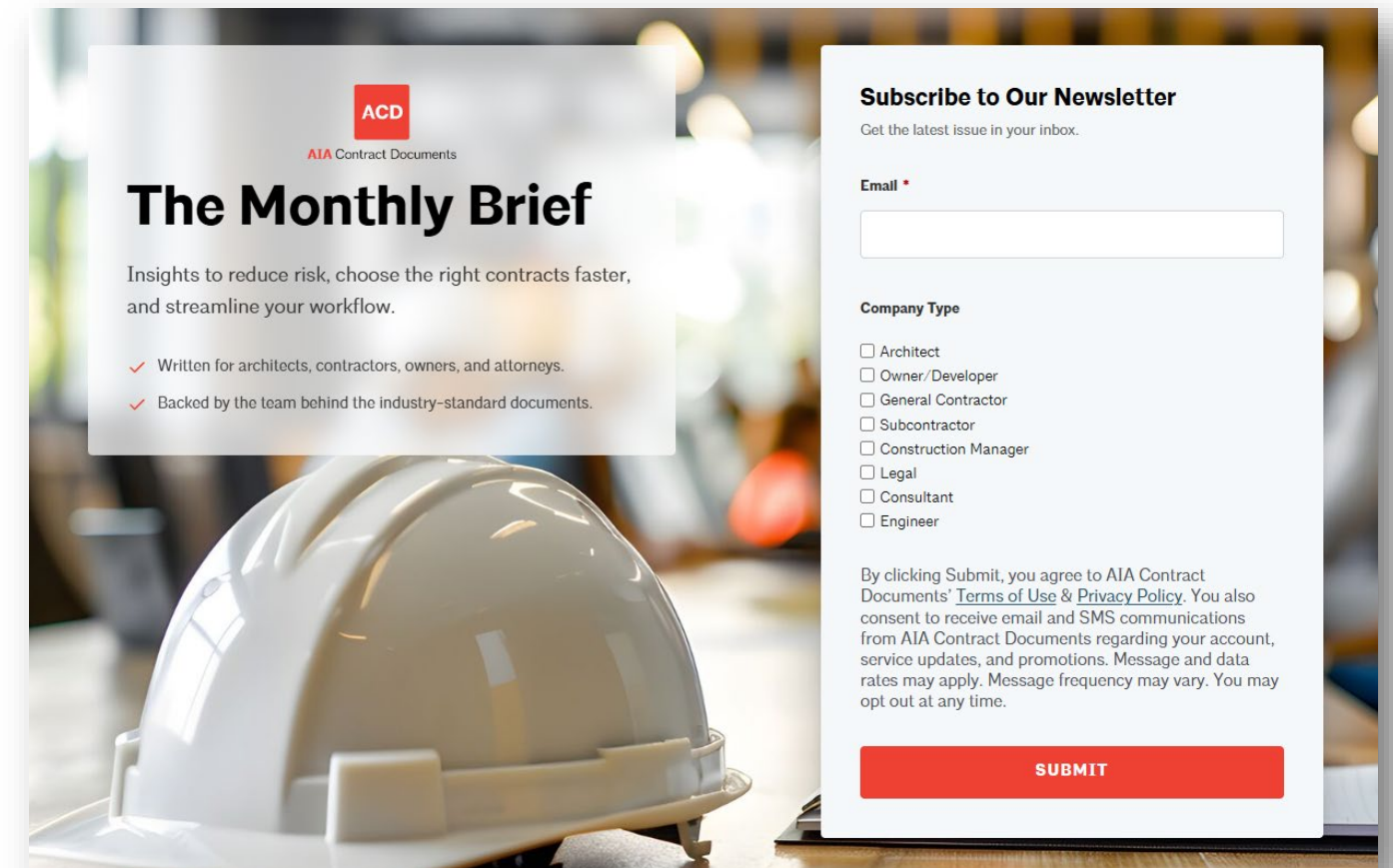
Short, specific pro tips you can apply on your next project.

Webinars and podcasts

Hear how experienced architects, contractors, and attorneys handle real project problems.

Industry trends

Delivery methods, digital workflows, and AI tools reshaping how projects get built.



SUBSCRIBE

<https://lp.aiacontracts.com/newsletter>

One email a month. Unsubscribe anytime.



Who to Contact at AIA Contract Documents

START HERE

Customer Support

Orders, account access, document questions, questions, subscription help.

800-942-7732

8:30am – 6:00pm EST (M–F)

support@aiacontracts.com

EDUCATION + TRAINING

Platform Training

On-demand training, the User Guide, deep-dive articles on the New Editor, AI Assistant, and more.

learn.aiacontracts.com/training-support