

The South African Institute of the Interior Design Professions (IID)

Affiliate and Corporate/Supplier Membership Application Form

Applies to Manufacturers / Suppliers of quality goods and services to the Interior Design industry as well as Education Institutions as per the criteria listed below:

The **South African Institute of the Interior Design Professions (IID)** is the only professional body representing practicing professional interior architects, interior designers, interior decorators, suppliers and education institutions in the Interior Design industry in South Africa. It operates on a national basis with representation in Gauteng, KwaZulu-Natal and the Eastern and Western Cape. The Institute is dedicated to establishing, promoting and maintaining expertise, professionalism and high standards throughout the industry.

Membership Criteria

Affiliate Member

Any company, institution or person who practices a trade or enterprise allied to but not practicing as an interior decorator, interior designer or interior architect may apply for affiliate membership of the Institute by satisfying the National Selection Committee of its professional commitment and suitability by compliance with the requirements set out in the application form. A minimum of five years trading experience is required.

Corporate Member

Any company who practices a trade or enterprise allied to the Interior Design industry may apply for corporate membership of the Institute by satisfying the National Council of its professional commitment and suitability by compliance with the requirements set out in the application form. A minimum of five years trading experience is required.

Approved Education Member

Any educational institution approved and accredited by the South African Department of Education and offering a minimum of a three-year full time tertiary program in interior decorating, interior design or interior architecture may apply for membership in the category of Approved Education Member.

IID FOUNDING MEMBERS



the south african institute
of the interior design professions

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Membership Fees (1 July 2011 – 30 June 2012)

Category	Annual Subscription (Excl. VAT)	Admin Fee (Excl. VAT)	Web Fee (Excl. VAT)	Total 1st Year (Excl. VAT)
Affiliate	R1,500.00	R438.60	R750.00	R2,688.60
Corporate – business with 1 branch	R2,000.00	R438.60	R750.00	R3,188.60
Corporate +1 – business with 2 branches	R2,750.00	R438.60	R750.00	R3,938.60
Corporate +2 – business with 3 branches	R3,500.00	R438.60	R750.00	R4,688.60
Corporate +3 – business with 4 branches	R4,250.00	R438.60	R750.00	R5,438.60
Corporate with 5+ branches - an additional R439 (annual subscription) + R438.60 joining fee per branch				
Approved Educational Institution with 1 - 3 Educators	R2,000.00	R438.60	R750.00	R3,188.60
Educational Institute with 4+ Educators - an additional R439 (annual subscription) + R439 joining fee per person				

- Pricing **excludes VAT**
- Two cheques must accompany each Application Form. (cheques made out to - **IID Professions**)
 1. The **non-refundable Administration Fee**
 2. The **Annual Subscription and Web Fee** (this cheque will only be deposited upon acceptance to the Institute)
- The admin fee is a once off payment and is not applicable to those upgrading or renewing their membership
- If applicants wish to pay via EFT, please email the National secretary for our banking details
- Membership fees are invoiced on an annual basis in accordance with the IID's financial year (July – June)



CORPORATE MEMBERSHIP APPLICATION FORM

Section A

Please indicate which category of membership you are applying for:

- | | |
|--|--|
| <input type="checkbox"/> Affiliate | <input type="checkbox"/> Corporate with 5+ branches |
| <input type="checkbox"/> Corporate – business with 1 branch | <input type="checkbox"/> Approved Educational Institution with 1 - 3 Educators |
| <input type="checkbox"/> Corporate +1 - business with 2 branches | <input type="checkbox"/> Other |
| <input type="checkbox"/> Corporate +2 - business with 3 branches | |
| <input type="checkbox"/> Corporate +3 – business with 4 branches | |

Section B

Company name: _____

Trading Address: _____

Postcode: _____

Postal Address: _____

Postcode: _____

Company Reg: _____ VAT Reg: _____

Telephone No.: _____ Fax No.: _____

Mobile No.: _____

Website: _____ How many years have you been in business? _____

How did you hear about IID? _____

Type of premises: Office / Showroom / Shop / Private Residence / Other _____

(please delete / complete as appropriate)

Description of company & services: _____

Within the last 5 years have you (or any shareholders or office bearers in your company) committed any act of bankruptcy or been associated with any company in respect to which a liquidator, receiver or manager has been appointed. Please supply full particulars if yes:

Are you a member of any other professional bodies? If yes please specify _____



Section C – Main Contact Person

Surname: _____ Name: _____ Title: _____
 Telephone No.: _____ Fax No.: _____
 Mobile No.: _____ Email: _____
 Position held: _____

Section D – About Your Company (Only to be completed by Affiliate & Corporate applicants)

Who do you sell to? Trade only: _____ Trade & Public: _____ How many people do you employ? _____
 Do you have a Trade & Retail Pricing structure? Yes: _____ No: _____
 Do you have published price lists? _____ Do you have retail outlets? Yes: _____ No: _____
 Do you offer trade discounts to established designers & what % discount do you offer? Yes: _____ No: _____ % Trade: _____
 Do you have agents representing your products / services in the regions? Yes: _____ No: _____
 If yes, please attach a list of the names of your agents and the areas they operate in: (to be attached)
 Are your agents members of the IID? Yes: _____ No: _____

Section E – Trade References

1. Company: _____
 Contact Person: _____ Tel No: _____
 2. Company: _____
 Contact Person: _____ Tel No: _____
 3. Company: _____
 Contact Person: _____ Tel No: _____

Section F – Sponsorship (sponsors must be an IID Professional Member that has used your company's products / services and is willing to act as a reference to support this application)

First name: _____ Surname: _____
 Telephone: _____ Mobile: _____
 Sponsor's Signature: _____ Date: _____

Section G – List of Educators (only applicable to Education Institutions)

Surname: _____ Name: _____ Email: _____

Surname: _____ Name: _____ Email: _____

Surname: _____ Name: _____ Email: _____

*Continue on a separate sheet if necessary

Section H – Branch Contact Details (only applicable to Corporate applicants)

Please complete the following list of branches & contact people that you wish register & receive communication from the IID

*Continue on a separate sheet if necessary

1. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____

2. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____

3. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____

4. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____

5. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____

6. Branch: _____ Surname: _____ Name: _____

Tel No: _____ Fax No: _____ Email: _____

Postal address: _____

_____ Postcode: _____



Section I – Benefits (what benefits would you expect from membership of the IID?)

To be part of an established, highly respected & professional body _____

Access to market your company, products & services to IID members _____

Networking opportunities with other members _____

To receive up-to-date information on interior design from IID newsletter and website _____

Any other (please specify) _____

****Please note, the IID financial year runs from July of the current year to June of the following year. Membership is automatically renewed every year unless written resignation is received by the IID office from the member no later than three months prior to the IID financial year end i.e. before 30th March.***

Please send the signed, original application form & payments to the IID National Secretary

109 Green Way, Greenside, South Africa
 P.O. Box 84137, Greenside, 2034
 Tel + 27 11 486 0450 Fax +27 86 651 8375
 Email national@iidprofessions.com

DECLARATION

I, the undersigned, being a duly authorised representative of the company, hereby apply for Membership to the South African Institute of the Interior Design Professions and undertake that, if admitted to Membership, I agree to abide by the articles of the IID Constitution and to uphold the Code of Conduct. I declare that all the information contained herein is complete and accurate in every way and I am aware that is against the law to provide false information. I am aware that by signing and submitting this form, I have read and understood all that is contained herein.

Name _____ Signature _____ Date _____