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THE AFRICAN
INSTITUTE OF THE
INTERIOR DESIGN
PROFESSIONS

The African Institute of the Interior Design Professions (IID)

Candidate Membership Application Form

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

Join the IID and add your voice to the organization working for the future of the Interior Design profession in Africa

Candidate: Interior Decorator / Interior Designer / Interior Architect

Any person who has obtained the minimum qualification required from an accredited educational institution and is employed within the field and who intends applying for professional membership as a Professional Interior Decorator / Professional Interior Designer / Professional Interior Architect and who has satisfied the IID National selection committee of his/her professional commitment and suitability by compliance with the requirements set out in the application form. **Please identify your years' experience or in industry against the sliding scale**

Membership Fees (2018 – 2019)

Candidate Membership – Annual Subscription (Incl VAT)							
<ul style="list-style-type: none"> The Candidate Membership Fee does not include an Admin or Webpage Fee which is only payable when upgrading to Professional Status. The rates for the year of upgrade will apply. Candidate Members get a basic listing on the website includes a Portrait, Employer, Contact Numbers, Email Address, Portfolio/CV and brief BIO – should you wish a full webpage then the current webpage fee will apply. Please note the Membership Fees are subject to increases and the table below is an indication of current levels. 							
Category	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Candidate Interior Designer with a 3 year diploma or degree	R950.00	R1291.23	R1936.84	Upgrade R2582.45	N/A	N/A	N/A
Candidate Senior Interior Designer with a 4 year diploma or degree	R950.00	R1400.00	R2100.00	Upgrade R2800.00	N/A	N/A	N/A
Candidate Interior Decorator with a full time one-year qualification	R950.00	R1325.00	R1984.09	R1984.09	R1984.09	Upgrade R2645.45	N/A
Candidate Interior Decorator with no formal Qualification	R950.00	R1322.73	R1984.09	R1984.09	R1984.09	R1984.09	Upgrade R2645.45
Candidate Interior Architect with a 5 year degree	R950.00	R1509.00	Upgrade R3018.00	N/A	N/A	N/A	N/A

- Above pricing **includes 15% VAT**
- **The non-refundable Administration fee.** The admin fee is a once off payment and is not applicable to those upgrading or renewing their membership except in the case of Candidate Membership.
- **The Annual Subscription and Web Fee**
- If applicants wish to pay via EFT, please email the Office Manager for our banking details.
- Membership fees are invoiced on an annual basis depending on the month you join.



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The IID will send you a reference number once your application is approved. Please use it when making payment. Any payments received without reference will not be credited to your account.

Membership Application Requirements

The IID recognises that we cannot apply a consistent membership assessment standard to Interior Architects, Designers and Decorators' professional output. Therefore, please see details below of the application requirements per category:

Candidate Interior Decorator / Interior Architect / Designer

- Copies of your qualification(s). Candidate members are required to submit a portfolio along with their application form as well as when applying to be upgraded to professional status
- Letter from employer verifying employment in a design/décor company

Applicants who own their **own business need to be VAT registered** and/or have a **Business Registration Number**.

CANDIDATE MEMBERSHIP APPLICATION FORM

Section A

Please indicate which level of membership you are applying for- Candidate:

Please indicate which category of membership you are applying for:

Candidate Interior Decorator_____

Candidate Interior Designer_____

Candidate Interior Architect_____

Candidate Senior Interior Designer_____



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Section B

Surname: _____ Title: _____

Forename(s): _____ ID Number: _____

Gender: _____ Age: _____

SACAP membership number: _____

Company name: _____

Trading Address: _____ Postcode: _____

Postal Address: _____

_____ Postcode: _____

Company Reg: _____ VAT Reg: _____

Telephone No.: _____ Fax No.: _____

Mobile No.: _____ Email: _____

Website: _____

How many years have you been in business? (Indicates which fee to be paid above) _____

How did you hear about IID?

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

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:



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

Section C – Qualifications

University / College attended:

Title of course: _____ Duration of course: _____

Qualification gained

Section D – Application Checklist (please use the checklist below to ensure you have included all the relevant details / documents to avoid delays in your membership application)

Non refundable admin fee + membership & web fee (membership fee will be refunded if application not approved)

A CV detailing your experience with contactable references

Copies of your diploma / degree / certificate

Copy of your SACAP certificate / SACAP number

A portfolio, preferably on a CD in MS PowerPoint format

A letter from your employer, stating your employment and a brief job description (applicable to those applying under the Candidate & Professional category, who do not have their own business)

A letter from the Educational Institute verifying your employment and contactable professional trade references (only applicable for Educators)



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****Please note, 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 your IID membership cycle year end.***

DECLARATION

I, the undersigned, being a bone fide interior architect / designer / decorator / representative of the company, hereby apply for Membership of The 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 _____

Position _____

Date _____