



BIID International Dual  
Membership Application Form

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## Who can join?

International interior designers with a total of **six years** of combined interior design/architecture education and work experience or a minimum of 6 years work experience qualify for BIID International Dual Membership.

International interior designers with less than 6 years of combined interior design/architecture and work experience or a minimum of 2 years work experience qualify for BIID International Dual Associate Membership.

## What membership offers you:

- **Badge of professionalism** – Use of the well-recognised BIID logo and appellation for use on your website and marketing materials
- **Update your knowledge** – Access to numerous discounted and free Continuing Professional Development (CPD) seminars, lectures and online courses
- **Build your network** – Access to numerous networking opportunities here in the UK
- **Exclusive discounts** – complimentary tickets and discounts to industry events, publications and industry memberships

## Eligibility and Criteria

Must belong to one of the following organisations and are located outside of the UK:

Member or Associate of the International Interior Design Association (IIDA)

Member or Associate of the Association of Interior Designers and Decorators of Russia (ADDI)

Member or Associate of the Association of Professional Interior Designers (APID)

Personal details

Title: Mr/Mrs/Miss etc.

Surname:

Forename/s:

Male  Female

Date of birth:

Tel/Mobile:

Email:

Website:

I have been practising as an interior designer since:

Type of practice:

Interior Design   
Architecture   
Design (Multi-disciplinary)

What type of projects do you design?

Residential   
Commercial   
Residential and Commercial

What total project budget are you prepared to work to?

Up to £10,000  £100,000 - £500,000   
£10,000 - £50,000  £500,000 - £1 million   
£50,000 - £100,000  £1 million +

Contact details

Practice name:

Job title:

Address:

Address line 1:

Address line 2:

Postcode: Country

What type of projects do you work on?

Commercial   
Residential

What type of buildings are you prepared to work on?

Banks and/or financial institutions   
Culture and/or entertainment   
Education   
Health, beauty and spa   
Hospitals and healthcare facilities   
Hotels   
Houses and/or apartments   
Industrial   
Listed building/conservation project   
Mixed use   
Offices   
Public and/or government buildings   
Religious buildings   
Restaurants and/or bars   
Retail   
Sport and leisure   
Transportation   
Yacht Design

Do you have any specialist knowledge in these areas?

- Design for disabled and/or elderly people
- Feng Shui
- Show house services
- Sustainable design expertise

What design services do you offer?

- Concept design/feasibility study
- Full interior design service
- Furniture, fittings and equipment supply
- Turnkey operations

Type of premises I work from:

- Office
- Showroom
- Shop
- Other: \_\_\_\_\_

The Size of your design practice:

- Sole practitioner  9-15 employees
- 1-3 employees  16-20 employees
- 4-8 employees  20 plus employees

**About your education**

Do you have an interior design qualification?

Yes No

Qualification:

- Bachelor of Design Degree (Bdes)
- Bachelor of Fine Arts Degree (BFA)
- Bachelor of Technology (BTech)
- Certificate
- Degree (BA)
- Diploma

- Foundation Degree (FdA)
- Foundation Degree (FdSC)
- Foundation Degree (FdTech)
- Higher National Certificate (HNC)
- Higher National Diploma (HND)
- Master's Degree (MA)

Title of course (degree/diploma/certificate):

- Design for Interiors
- Interior and Spatial Design
- Interior Architecture
- Interior Architecture and Design
- Interior Design

- Interior Design and Technology
- Interior Design Environment Architectures
- Interior Design Practice
- Interior Environmental Design
- Spatial Design

University/School/College attended:

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Type of learning:

- Full time
- Part time
- Distance learning
- Blended learning

Completion date:

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If you do not have an interior design qualification what are you trained in?

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## Reference

Confirmation of your membership is required from the **APPROVED ORGANISATION**.

Name of organisation:

Contact name:

Company address:

Postcode/zip code

Telephone:

Email:

Your membership no.:

Expiry date:

## Insurance

International Dual Members are not required to submit evidence of their professional insurances as the policies are not relevant to the UK. However, should a Dual Member undertake a project in the UK, please ensure that you are covered by the following professional insurances:

**Professional Indemnity**

In the event that a client suffers loss or injury as a result of alleged neglect, error or omission, Professional Indemnity should meet the cost of defending claims and of damages payable. In these times of high consumer awareness, clients will not hesitate to pursue a claim if they feel that they have received sub-standard service. Claims can only be considered if the policy is still current at the time of the complaint, regardless of when the project took place. Therefore, a policy running from 1<sup>st</sup> January 2010, and not renewed on the 1<sup>st</sup> January 2011, would result in any claim first notified in 2010 not being met. However, if the insurance had been transferred to new insurers at the renewal date, they would handle the claim.

**Public Liability Insurance**

This is required to provide cover for claims made against you or your employees for injury to third parties or damage to their property, arising out of you or your employee's negligence whilst on your business.

**Product Liability Insurance**

Provides cover for claims made against you for injury to third parties or damage to their property, arising out of the supply of any product in connection with the business.

Please attach the following files to your application:

Colour portrait photograph

### Declaration

I, the undersigned, wish to be admitted as a BIID International Dual member and I declare that the information supplied herewith is true in every aspect. I have read and I undertake to adhere to the BIID Code of Conduct (available on the BIID website).

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### BIID Privacy Policy

In compliance with the BIID Privacy Policy, we must point out that the information on this form will be kept on a database. The information will be used for automatic processing for annual membership renewals and BIID information distribution.

I am happy to receive news and information from the BIID

The British Institute of Interior Design reserves the right to reject any application without giving a reason for its decision.

## Subscription Charge

Our membership year runs from 1<sup>st</sup> April to 31<sup>st</sup> March. If you join part way through the year, you will receive a pro-rated invoice for the remaining months of the current financial year.

BIID Dual membership  
\*£145 + VAT per year

Method of payment:

Online payment – you can pay online instantly using a credit/debit card. Click on the **PayPal link**

## Where to send your application

Please send your completed application form by email to:

[info@BIID.org.uk](mailto:info@BIID.org.uk)

Membership Manager  
British Institute of Interior Design  
9 Bonhill Street  
London  
EC2A 4PE UK

Once your membership has been approved, you will receive a pro-rated invoice for the subscription amount due. On receipt of payment you will receive your e-membership pack.

## Application checklist

Colour portrait photograph

## I have attached this item

Please ensure that you have attached the relevant documents above to avoid any delay to your membership application.