



4651 Sheridan Street • Suite 470 • Hollywood, FL 33021
 954-893-7300 • FAX 954-893-7500
www.retailenvironments.org



APPLICATION FOR DESIGNER MEMBERSHIP

MEMBERSHIP ELIGIBILITY

Applicants for Designer Membership in the Association for Retail Environments, a not-for-profit organization, must meet the following qualifications:

- The applicant must be a sole proprietorship, partnership, company, or corporation engaged in contract store design, interior design, or architecture that markets its services to retailers, service companies, or other retail institutions.
- The applicant must have operated its store design, interior design, or architecture business for a minimum of six months.
- The applicant agrees to abide by the association's Code of Ethics as well as its Constitution and Bylaws and policies established by the association's Board of Directors.
- The applicant must remit the annual dues. Membership terms are based on applicant's anniversary date (June through May, etc.). Failure to remit the annual dues within 90 days of end of membership term will result in termination of membership. Renewals with a lapse of 18 months or fewer will be responsible for dues for lapsed period, plus the following year, at the time of renewal.
- The applicant must complete, sign, and date this application form and return it with payment in U.S. funds to A.R.E., 4651 Sheridan St., Suite 470, Hollywood, FL 33021-3437 USA. Visa, MasterCard, American Express, and company checks (in U.S. funds). You can also apply and pay online by credit card at www.retailenvironments.org. Please contact A.R.E. if you need an invoice.
- Upon receipt and approval of application, A.R.E. will mail a packet of membership materials. Allow three weeks for delivery. Applicants will receive a letter confirming formal acceptance of membership and a membership plaque.

SECTION A - MEMBERSHIP DUES

Designer membership dues are determined by the number of employees at all company locations engaged in store design, interior design, or architecture. Do not include any locations in which you do not have a controlling interest. Your signature on this application attests to the accuracy of data and this total will be reported in the printed *Buyers' Guide and Directory* and in the association's online search. Please check the correct category below and fill in your total number of employees.

- Firms with 1-5 employees \$275
- Firms with 6-10 employees \$435
- Firms with 11-25 employees \$800
- Firms with over 25 employees \$1,050

Total Number of Employees (all locations) _____

SECTION B - COMPANY INFORMATION

Company Name _____

Street Address _____

City _____ State or Province _____ Zip or Postal Code _____

Country _____ Telephone _____ Fax _____

E-mail _____

Web site: <http://> _____ Date Company Founded _____

Questions? Visit our web site at www.retailenvironments.org, e-mail are@retailenvironments.org, call 954-893-7300, or fax 954-893-7500.

SECTION C - CONTACT INFORMATION - A.R.E. MEMBER MAIN CONTACT

This individual will receive all A.R.E. membership materials, directory proofs, and invoices.

Mr./Ms. _____ Main Contact Name _____

Title _____ Direct Telephone Line/Extension _____ ext. _____

Direct E-mail _____

SECTION D - COMPANY PROFILE INFORMATION

A.R.E. reserves the right to edit entries for style and consistency.

Products and Services Description

Maximum of 35 words; list your company's products and services, for example, specific types of design and architectural services, store fixtures, displays, furniture, lighting, signage, materials, equipment, and other services you provide. If you use product brand names, please identify using registered® and trademark™ symbols and follow brand name with a generic description, for example, Acme® hanging cable system, or Superior™ modular casework.

Customer Industries Served

List types of industries your company serves, for example, department stores, types of specialty stores such as jewelry stores, book stores, hotels, institutions, schools, store fixture manufacturers, etc.

Materials

If appropriate, list types of materials your company manufactures with, for example, wood, powdercoated metal, tubular steel, stainless steel, acrylic, glass, aluminum, chrome, brass, metal, wire, laminates, veneers, etc. Please use generic terms. Include processes under Technology section. This is generally not applicable to designer members.

Technology

If appropriate, list new, high-level, or cutting-edge equipment, and specific software packages (i.e., in-house design and development, project management, and inventory control software) that will help potential customers understand your company's capabilities. Include manufacturer's name and type of equipment or software, for example, Holzma panel saw.

Do you include store fixture manufacturers among your clients? Yes No

Geographical Areas Served: U.S. North America (U.S., Canada, and/or Mexico) International

Representative Jobs

List specific projects completed in the last two years by retail or company name (optional).

SECTION E - MEMBER PRODUCTS AND SERVICES

Please check the products and services that best describe those offered by your company. This information will be used for A.R.E. print and online directories and business referrals. You may choose up to 6 listings at no cost; **additional listings are \$25 each.** Please mark listings and submit appropriate payment for any over 6.

Design Services

- 3 Architectural Services
476 Brand & Identity Design
477 Equipment Procurement Services
39 Fixture Design Services
478 Graphic Design Services

- 73 Prototype Design - Shop or Store
479 Real Estate Analysis & Planning
480 Retail Marketing Programs
99 Store Design & Planning Services
469 Sustainable Design
470 Visual Merchandising Design & Window Design

Other suggested categories:

SECTION F - ADDITIONAL STAFF AT MAIN HEADQUARTERS

List, in order of level of responsibility, individuals to be listed in A.R.E. directories and added to mailing list for *Retail Environments* magazine and appropriate events. If you prefer that certain personnel remain on the mailing list, receive *Retail Environments* magazine, and receive User IDs and passwords for the A.R.E. web site but not appear in the directory, please indicate their status as "Unlisted." There is no charge to members to receive the magazine.

Mr./Ms.	Individual Name	Title	E-mail Address	Listed/Unlisted
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SECTION G - ADDITIONAL LOCATIONS & STAFF

List the address, telephone number, fax number, and appropriate staff. Additional locations will be listed in A.R.E. directories. Staff at additional locations will receive *Retail Environments* magazine and appropriate event mailings.

1. Plant/Subsidiary Name (if different) _____

Street Address _____

City _____ State or Province _____ Zip or Postal Code _____ Country _____

Telephone _____ Fax _____ E-mail _____

Mr./Ms.	Individual Name	Title	E-mail Address	Listed/Unlisted
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2. Plant/Subsidiary Name (if different) _____

Street Address _____

City _____ State or Province _____ Zip or Postal Code _____ Country _____

Telephone _____ Fax _____ E-mail _____

Mr./Ms.	Individual Name	Title	E-mail Address	Listed/Unlisted
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Copy this page if you need space for additional locations and staff.

SIGNATURE AND PAYMENT

After careful review and completion of this application and all sections attached, I hereby attest to the accuracy of all information provided by and on behalf of my company and I understand that deliberate falsehoods may be brought before the A.R.E. ethics committee. In addition, I agree to the conditions of membership as stated on the first page of this application. A.R.E. has my permission to send *Retail Environments* magazine and other member communications by mail, fax, and e-mail to company personnel listed in this application.

Authorized Signature _____ Date _____

E-mail address (for credit card receipt) _____

Payment Type Check Visa MasterCard American Express

Credit Card Number _____ Expiration Date _____

Security Code _____ For your safety and security, we require that you enter your card's verification number. The verification number is a 3-digit number printed in the signature panel on the back of your card. The American Express verification number is a small 4-digit number printed on the front of your card on the right-hand side.