

2019 DESIGNER PORTFOLIO PROGRAM APPLICATION

Membership Application for 2019

Accepting Members: On-going

Fee: \$300

After you have completed this form, please return it to the reception desk at the Denver Design District, email or mail this form.

(Attn: Ashlyn Whitford, 595 S. Broadway, Suite 200, Denver, CO 80209)

ashlyn@denverdesign.com or 303.282.3226

Note: Applicants must be a design principal of the firm.



Denver**Design**District

Please print clearly or type.

Designer Name: _____

Firm Name: _____

Address: _____

Suite: _____

City: _____

State: _____

Zip: _____

Phone: _____

Fax: _____

Cell: _____

Email: _____

Website: _____

****Note: You will be asked to provide professional images and a headshot once you are accepted into the program.***

DESIGN PROFILE

A. PERSONAL PROFILE (Attach additional sheets if needed)

Years Experience: _____

Education/Degrees: _____

Sales Tax License # _____

Affiliations: _____

Awards/Published Articles: _____

Other: _____

B. INDUSTRY:

Interior Design

Architecture

C. SERVICES:

Do you offer Design Services? Yes No

Buying Services/Shopping? Yes No

D. DESIGN EXPERIENCE: Please check the appropriate category(s)

You must be experienced in the specialties you list.

Residential

Government/Institutional

Health Care/Medical

Commercial/Contract/Office

Hospitality/Restaurant

Remodel

Specialties:

Space Planning and/or CAD
Architectural Plans
Paint/Color Consulting
Window Coverings

Kitchen/Bath
Project Management
Landscaping
Flooring

Preferred Style(s) of Design:

Contemporary Modern/Minimalist
Traditional/European/Period Design
Eclectic
Transitional
Mountain/Western

Preferred Location: Please list the area(s) that you currently serve.

Denver Metro
Boulder
Ft. Collins/Greeley
Vail/Beaver Creek/Edwards/Avon
Breckenridge/Silverthorne

Colorado Springs
Genesee/Evergreen/Golden
Aspen/Basalt/Grand Junction
Steamboat Springs

E. Do you have business insurance? Yes No
(Include copy with application – if you do not have insurance you may still apply as long as you agree to purchase if selected)

F. Do you have a client contract or Letter of Agreement? Yes No
(Copy must be included with application)

G. Do you have a portfolio/brochure/presentation photos? Yes No
You will need to provide images and a headshot once accepted into the program.

Are your photos done by a professional photographer? **(This is mandatory)** Yes No

H. Do you have a retail business associated with your design business or are you employed by a retail store?
If yes, please expand. Yes No

I. Do you represent a manufacturers line where you may sell product direct to the client? Yes No
If yes, please expand.

J. REFERENCES:

You must have references from at least **three** showrooms in the Denver Design District. **Please list at least three DDD showrooms below from which you have purchased merchandise in the last year.** You may list more than three.

Showroom Name: _____ Showroom Name: _____

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Showroom Name: _____ Showroom Name: _____

K. DESIGNER CRITERIA:

Designer Philosophy (40 word max):

Affiliations/Awards (35 word max):

Fee Method (20 word max):

About the Designer (55 word max):

If selected, do you agree to the following criteria (required):

1. Participate in an on-duty day at the DDD from 10:00am to 4:00pm M-F? (approx. 10-12 days/year)*
2. Agree to a fee structure for any off the floor purchases made through the buying service?
3. Offer a complimentary one-hour meeting with clients while on duty and any clients that find you through this program?
4. Understand that the purpose of the program is to increase exposure and sales at the DDD and designers must focus their efforts towards purchases of products found at the DDD?
5. Agree to pay the yearly \$200 renewal fee associated with the program?
6. Agree not to publicly endorse another design center/resource for designers?

*The DDD reserves the right to change the policies and/or procedures regarding the Designer Portfolio program at any time.

Signed

Date

The final selection of members will be made by the showrooms from the list of designers meeting the criteria and you will be notified upon approval.
