



**Certified Interior Decorators
International, Inc.**

**What you need to know about the C.I.D. Certification
Review Course and the Entrance Exam:**

Upon completion of a C.I.D. Approved "Interior Decorating Program", graduating students will be qualified to apply for C.I.D. membership, Certification Review Course and the C.I.D. Entrance Exam (a total value of \$500).

- **The Review Course is specific to "Certified Interior Decorators" particularly the "How to Charge, Advertise and Business Setup". Floor Planning, Furniture Placement and History sections will be complimentary to the training in your course.**
- **The Review Course is a brief synopsis of the original C.I.D. Certification Program.**
- **The Entrance Exam is a 50 question multiple-choice exam.**
- **Delivery is by direct EMAIL to the graduate from C.I.D. and can be completed in several hours or several days based on your own schedule.**
- **The Review Course and Entrance Exam are compatible with Macs, PCs, iPads and Android tablets.**
- **Upon successful completion, professional credentials will be issued and mailed.**

Note: This Review Course is to be administered and proctored by Certified Interior Decorators International (C.I.D.) and may not be used or disseminated as a course teaching or classroom guide.



Benefits & Usage

BEING A CERTIFIED INTERIOR DECORATOR

Unlike Interior Decorators in past decades, a Certified Interior Decorator (C.I.D.) today enjoys the same credibility, recognition and buying power as trained professional Interior Designers and, in reality, can actually earn as much, if not more in income potential. C.I.D. credentials are recognized throughout the interior design industry and the trade. Certified Interior Decorators are not required to be licensed in the states that license Interior Designers or the practice of Interior Design. Some local municipalities may require that you acquire an occupational license as an Interior Decorator.

FULL SERVICE INTERIOR DECORATORS

Certified Interior Decorators is an association of full service interior decorators who can prepare furniture floor plans showing the client placement of all furnishings. If structural, architectural changes or built in furnishings are needed, the client is referred to builders or contractors. As a C.I.D. professional decorator you can offer hourly consultation and a variety of compensation methods such as retail, retail less a discount percentage or cost-plus a percentage or hourly fee. C.I.D. decorators provide furniture, accessories, lamps, lighting fixtures, plants, pots, pictures, custom picture framing, area rugs, carpet, flooring, window treatments, wall coverings, and patio furnishings all of which C.I.D. decorators can purchase at a discounted trade price. C.I.D. decorators can also provide new themes and decorations, new furnishings and re-upholstery work for restaurants, hotels, motels, and other hospitality projects. C.I.D. decorators are trained experts at furniture placement, re-arranging, decorating, and preparing a home for resale.

EDUCATIONAL REQUIREMENTS

Since Certified Interior Decorators do not perform architectural interior design, they are not required to achieve education on a college level as required by interior designers. Professional membership in C.I.D. is a final destination for individuals. Certified Interior Decorators International is not a stepping-stone for individuals desiring to become interior designers. There are several C.I.D. approved or accredited interior decorator programs that can lead to professional membership in C.I.D. These schools or programs are available on a post-secondary educational level administered in-person or by direct mail or online. Schooling helps empower those with a natural gift and talent to sharpen their ability. This is a perfect situation for individuals desiring to make a career change without the additional time or expense required to go back to college. As a result, C.I.D. membership includes individuals from all walks of life; single moms, those in the medical and legal professions, including doctors and lawyers, seeking an alternative to their stressful careers, and others from various occupations.

GETTING STARTED

If you decide to have a home-based business, you will enjoy the added benefit of not having to pay rent and the cost to maintain a location or shop open to the public. Your space and utilities are a tax-deductible expense and in many instances your homeowner's insurance policy covers your equipment. In times past, business success was based on location. Today having proper credentials such as C.I.D. allows you the option to work at home. Most communities allow businesses in residential areas subject to certain requirements such as: limited parking, no furniture deliveries, etc. Many communities have moving companies that offer special storage and delivery services to interior decorators. Most of your planning on behalf of a client will take place at your office at home. Although, you may invite clients by appointment to your home, in most cases your visit will be to the project address and to trade suppliers and showrooms.

Make good use of your first months in business as a Certified Interior Decorator by building your trade relationships, resources and future customer base. Distribute your cards and contact information to realtors and builders and attend business meetings to make personal contacts. Family members are also good contacts for decorating needs. With professional credentials you will command more respect from friends and family and they will gladly pay you for your services.

Your ads and personal contacts are going to be the best source of building clients and customers. Hire a web designer or developer to build your website. Certified Interior Decorators International can provide you with the Professional Member C.I.D. logo to be added to your site. You should also link with favorite trade resources, workrooms and contractors. You may also opt to join with business networks such as LinkedIn and in some instances sites such as Twitter or Facebook for greater exposure, referrals and increased activity directed to your website. Also be sure to add your website address and email contact on all your ads and printed materials. Customers cannot find your site unless they are directed to it by personal contact, cross advertising, links to your site, as discussed, and search engines. Your web designer will advise you as to the proper words and statements relating to your business for search engine optimization.

If you opt to increase your business, you can choose to open a full-service interior decorating showroom offering in-house consultation.

BENEFITS OF C.I.D. MEMBERSHIP

The primary benefit that you will be experiencing is the added business and buying power that you have established by letting potential customers and trade resources know who you are by advertising and personal contact. You are a "Cer-

tified Interior Decorator” and are entitled to use the title and our “C.I.D.” letters after your name. No other individuals in the interior design and decoration industry are permitted to use this designation. Consumer response to C.I.D. members is overwhelming because Certified Interior Decorators have established themselves as talented, trained, approachable and affordable professionals. We have definitely become the consumer’s choice.

The key to success in advertising is the proper use of “C.I.D.” after your name and the title “Certified Interior Decorator” under your name. Only current members of C.I.D. can use the designation as stated. For the sake of avoiding consumer confusion it is recommended that Certified Interior Decorators should not seek to affiliate with Interior Design organizations or other groups. C.I.D. members have the exclusive right to use and display our trademarked appellation “C.I.D.” after their name and our trademarked term “Certified Interior Decorator” under their name on all printed materials and web sites allowing the consumer and the trade to know that we are Certified Interior Decorators. However, any additional training can be added to your biography.

Certified Interior Decorators International referral service works by consumers responding to our website or ads in national magazines such as Elle Decor, Better Homes and Gardens, and House Beautiful.

Clients contact Certified Interior Decorators International looking for a C.I.D. professional. Certified Interior Decorators International responds by sending your contact information if you are in their general area, or on occasion, the scope of services required will be reviewed and sent to several members. The C.I.D. website has a link on the home page where potential clients can contact you directly. There is also a “member only” access area to provide members with updates in the industry and various teachings such as, “How to Charge for Your Services”, “Green Decorating”, “Decorating for Resale”, latest updates on resources and other new decorating articles or ideas.

Trade benefits are the vital to your success and buying power. Showrooms “to the trade” offer 40-50% discount to all Certified Interior Decorators (C.I.D.). Non-credentialed designer and decorators are rejected daily by trade showrooms. C.I.D. decorators are never rejected, but in fact offered every courtesy available to the trade. You should also subscribe to Interior Design magazine, which includes an annual guide to trade showrooms and products. Also recommended are Interiors & Sources, House Beautiful and Elle Décor; these publications will be an invaluable source for building your resources nationwide.

Online trade resources such as, Trade Only Design Library, are an added benefit for those that work from a home based office. They have the advantage of providing C.I.D. members with good quality photos of products and swatch samples

perfect for providing clients with a full sample presentation board. The resources they offer are unlimited.

Direct Mail furniture companies such as Ballard Designs, Pir International, Williams-Sonoma, their subsidiaries and many others offer C.I.D. members a 10-40% discount and usually have a special phone number for business orders. Local furniture dealers are willing to establish a trade discount and to work with C.I.D., however, always ask for the manager to determine what the store’s policy is in dealing with discounts, terms, returns, and/or exchanges. Be prepared to meet with local dealers and bring them a copy of your state’s resale certificate (if needed), occupational license (if needed), your business/corporate identity and a business card. Many retailers such as “Bed, Bath and Beyond” have a setup for trade members through the “customer service department”, be sure to provide them, and all your trade resources with your state tax resale certificate and business card.

Pier 1 Imports and Ethan Allen offers C.I.D. members discounts on furnishings. You must present your local store with a current C.I.D. membership card to qualify.

A FINAL NOTE

As your professional association and certifying body, C.I.D. contact will usually include Quarterly Newsletters, Resource or Showroom updates, continued education teachings and help by phone for business setup help as needed. Consumers are hiring “CERTIFIED” professionals as their first choice!

Apart from continual membership in Certified Interior Decorators International (C.I.D.), you cannot be a Certified Interior Decorator. No other group, school or individual can “certify” interior decorators. The concept to certify interior decorators and the term “Certified Interior Decorator” belongs exclusively to Certified Interior Decorators International, Inc. Professional membership dues (\$295.00) must be paid annually to retain your certification. Certified Interior Decorators International (C.I.D.) serves as a dual purpose CERTIFYING BODY and PROFESSIONAL MEMBERSHIP ASSOCIATION.

Certified Interior Decorators are self-regulated through Certified Interior Decorators International. We are not regulated by state licensing as interior designers are in many states and providences, however, if your state has a licensing law, we should make ourselves aware of them in case of certain limitations that may affect the industry.

Certified Interior Decorators International welcomes current allied or associate members of interior design groups and also invite non-affiliated interior designers and interior decorators to seek professional membership in Certified Interior Decorators International. The title “interior designer” and other affiliate labels cannot be used with membership in C.I.D.



Certified Interior Decorators
International, Inc.

Membership Information and Application



Certified Interior Decorators International

Membership Application and Profile

Mail to corporate Offices – 649 SE Central Parkway, Stuart FL 34997

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Fax or Cell: _____

Business Name: (Optional) _____

E Mail: _____ Website: _____

Education:

	Name of School	Complete Address	From	To	Date Of Graduation
High School					
College					
Correspondence or Certificate Program					

Professional Experience and Employment Record: Begin with current position. Include self-employment, if any

Name and address of employing firm	From	To	Position	Full or Part Time

Please give brief description of your professional activities or talent specifically relating to interior decorating.

Note: Annual Dues to maintain certification is \$295.00

Professional Membership application must be submitted with membership fees, payable by check or credit card.

MC, VISA & AMEX: Provide credit card number, expiration date, and security code. If billing address is different from your mailing address please include that as well.

Card Number: _____

Exp: ___ / ___ Security Code: _____

I hereby apply for professional membership in Certified Interior Decorators International, Inc.

Date: _____ Signature: _____