



### MEMBERSHIP PROGRAM

This membership program is offered to eligible interior designers through Ethan Allen Retail, Inc. and participating Authorized Ethan Allen Retailers ("Ethan Allen"). Approved Interior Design Affiliate (IDA) members may use their membership at any participating Ethan Allen Design Center.

### MEMBERSHIP APPLICATION

To apply for an Interior Design Affiliate membership, please complete this application and submit it in person, along with supporting qualification documents, to your local participating Ethan Allen Design Center or send them to our Corporate Headquarters at Ethan Allen Drive, Danbury, CT 06813, attention: November Rawlings.

### MEMBERSHIP QUALIFICATIONS

- Applicants must provide a W-9 form.
- Applicants must submit one of the following (approved credentials):
  - Business License
  - Sales & Use Tax Permit
  - Certificate of Incorporation or Certificate of Organization
- Applicants must provide proof of one of the following (approved credentials):
  - Design-related degree
  - Membership in one of the following:
    - ASID American Society of Interior Designers
    - IIDA International Interior Design Association
    - AIA American Institute of Architects
    - IDS Interior Design Society
    - CID Certified Interior Decorators International
    - DSA Designer Society of America
  - At least five years of relevant design-related experience
- Please submit a résumé or bio highlighting relevant design experience.

Date of Application \_\_\_\_\_

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Website \_\_\_\_\_

Mailing Address (no P.O. boxes) \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_<sup>®</sup>

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address (required) \_\_\_\_\_

Please check here if you were previously employed by Ethan Allen.

Dates of Employment \_\_\_\_\_ Location \_\_\_\_\_  
From To

Ethan Allen is currently pursuing opportunities to provide the U.S. government and its employees with high-quality home and office furnishings. To support this effort, we ask the following optional questions. This information will have no bearing on your application for IDA membership.

Are you classified as a small business?  Yes or  No  
(please check one)

Are you a Woman Owned Business?  Yes or  No  
(please check one)



## Membership

Membership is a privilege and is not transferable. The membership card may only be used at a participating Ethan Allen Design Center for purchases by clients of the member—and only if the membership is current at time of purchase. The membership card may not be used for purchases made during certain special events—such as warehouse or clearance sales—or through any rewards programs or other similar types of events, at Ethan Allen's sole discretion. Membership card is not valid for Gift Card purchases.

Misuse of membership will result in membership termination. Misuse includes, without limitation: unauthorized use of Ethan Allen trademarks or proprietary information; false or disparaging representations concerning Ethan Allen products or services; use of membership for personal purchases; transfer of membership; allowing others to use the membership card; and submitting false, expired, or misleading information in connection with a membership application or client referral.

## Referred Clients

Referred clients are eligible for the same benefits and product warranty as any other Ethan Allen client with the full support and backing of Ethan Allen's vertically integrated system, which includes product preparation and free local delivery. All purchases by the referred client shall be at the then-current retail prices in effect at the authorized Ethan Allen Design Center where the purchase is made.

## Affiliate Referral Fee

Any client of a member who, subject to the terms and conditions hereof, makes a purchase is a referred client. Interior Design Affiliate members shall receive an Affiliate Referral Fee equal to 7% of the amount of the purchase, net of taxes or ancillary charges. If total of all referred client purchases exceeds \$100,000 annually (year to be measured annually from membership start date), the member referral fee shall increase to 10% for the amount in excess of \$100,000, net of taxes or ancillary charges.

Referred client purchases must be made when the member is present or when the member has coordinated an appointment between the referred client and the Ethan Allen Design Center.

The Affiliate Referral Fee shall not be due unless and until the products purchased have been delivered, accepted, and paid for by the referred client, and the member must have provided the Ethan Allen Design Center their membership number prior to the time of purchase. Ethan Allen shall issue the Affiliate Referral Fee to the member on or around the 15th of the month following the month of delivery, subject to adjustments for canceled orders, product returns, or accommodations.

## Membership Program Terms & Conditions

These Terms & Conditions set forth the terms and conditions of membership in the Interior Design Affiliate (IDA) Program. Ethan Allen may change the Interior Design Affiliate Program or these Terms & Conditions from time to time, without notice. Ethan Allen reserves the right to terminate the Interior Design Affiliate Program or any membership at any time, without notice. Ethan Allen will post changes to the Interior Design Affiliate Program at [www.ethanallen.com/trade](http://www.ethanallen.com/trade). Any changed Terms & Conditions become effective immediately upon being posted and your continued use of your membership constitutes your agreement to the then-current Terms & Conditions.

Ethan Allen Retail, Inc. reserves the right to make all membership determinations at its sole discretion. Each interior designer must individually apply for membership. No company-wide or group memberships will be granted. IDA purchases do not qualify for tax exemption, unless the referred client has his/her own tax exempt certificate. An IDA member's tax exempt certificate cannot be used by referred clients.

Ethan Allen Retail, Inc. respects your privacy. As a member of the Interior Design Affiliate Program, you are also a member of [ethanallen.com](http://ethanallen.com). You may receive communications from us about exclusive designer events and promotions. To review our privacy policy, please visit [www.ethanallen.com](http://www.ethanallen.com).

Employees of Ethan Allen Global, Inc., its parent or affiliates and employees of Authorized Ethan Allen Retailers are not eligible to participate in the Interior Design Affiliate Program. If you were previously employed by Ethan Allen Retail, Inc., you are eligible for membership 12 months after leaving the company in good standing.

## Agreement

Membership approval is contingent upon receipt of approved credentials and a completed application. Non-designer-related businesses or professionals do not qualify for the program. If you have your own employees, please be aware that each designer on your staff must individually apply for membership to this program. You must provide the Ethan Allen Design Center with a completed W-9 form or your membership will not be considered. Approved Interior Design Affiliates will receive an email within 10 business days confirming membership and benefits. Please allow 4 to 6 weeks for receipt of permanent membership card. This is a membership application, not a credit card application.

The Interior Design Affiliate Program applicant agrees to these Terms & Conditions and attests that they are an independent business, not affiliated with Ethan Allen, its parent or affiliates, and nothing herein shall be construed to create in any manner whatsoever any employer-employee, principal-agent, partnership, or joint venture relationship between Ethan Allen and an Interior Design Affiliate Program member or any of a member's agents, subcontractors, or employees.

Applicant Signature \_\_\_\_\_

Applicant Printed Name \_\_\_\_\_

Date \_\_\_\_\_