

Welcome to Belfort's Design Partnership Program

Whether you are designing a new living room or an entire home, Belfort Furniture offers you a wide range of quality name brand manufacturers to help you create an ideal environment for your client. As a Belfort Furniture Trade Partner, you'll enjoy special privileges, paid commissions and professional, personalized customer service from industry experts who understand your business best. We appreciate your interest in our program and look forward to serving you.

To join the Belfort Furniture Design Partnership, please complete and submit this form to:

Store Manager
Belfort Furniture, 22250 Shaw Road, Dulles, VA 20166
Phone: 703-406-7600, Ext. 2136 Fax: 571-434-2552

Membership Application

Applicant Information:

Name: _____
Company Name: _____
Website: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Cell Phone (Optional): _____
Email (Required): _____

Membership Documents

Applicants must provide the following:

- Membership Application & Agreement
- Business License or Certificate of Incorporation
- W-9 Form
- Sales and Use Tax Permit

Applicants must submit proof of one of the following:

- Design Degree or
- 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

Belfort Furniture reserves the right to make all membership determinations at our sole discretion. Membership is offered to individuals only. If your firm has multiple designers, each designer must individually apply for membership.

Membership Qualifications

Misuse of membership may result in membership termination. Misuse includes, without limitation: use of the trade commission for personal purchases, any resale of merchandise purchased using the trade commission through any retail outlet (e.g., resale on or through any retail or auction web site or store), reimbursement of trade commission upon merchandise return, transfer of membership, allowing others to use the membership ID (e.g., sharing the ID with a client), and submitting false, expired or misleading information in connection with a membership application.

Membership Terms & Conditions

This Agreement reserves the right to set forth the terms and conditions for membership in the Belfort Furniture Design Partnership Program. Belfort Furniture may change the Program or the Terms & Conditions without notice. Belfort Furniture will post such changes at belfortfurniture.com/trade. Any changed Terms & Conditions become effective immediately upon being posted. Continued use of membership, constitutes agreement to the changed Terms & Conditions.

Membership Commissions

The trade commission is not valid with any other offer, purchase of gift cards, or promotional items, surcharges/shipping, and processing fees or taxes. No minimum purchase is required. Belfort Furniture reserves the right to change the list of items not eligible for the trade commission at its discretion. Commissions are paid on delivered sales. Any such changes will be posted at belfortfurniture.com/trade, as changed Terms & Conditions. Members may cancel their membership at any time and for any reason by calling the Design Department at 703-406-7600.

Membership Agreement

The Belfort Furniture Design Partnership Program applicant has thoroughly read and agrees to the terms, conditions, and qualifications, and attests that they are an independent business, not affiliated with Belfort Furniture, and nothing herein shall be construed to create in any manner whatsoever any employer-employee, principal-agent, partnership, or joint venture relationship between Belfort Furniture and a Belfort Design Partnership Program member or any of a member's agents, subcontractors, or employees.

- Design Partners agree to be a design liaison between client and Belfort Furniture employees.
- Design Partners are solely responsible for all aspects of design including fabric selection, furniture measurements and placement, including fit of merchandise in customers' homes.
- Designers will be assigned a dedicated sales associate to assist in follow-up on orders, delivery scheduling, and customer care issues.
- Designers must accompany all clients to Belfort.
- Design Partners will support Belfort Customer Care representatives, should a need arise after the delivery of merchandise.
- Design Partners and clients agree to the Belfort Furniture Terms and Conditions as noted on the sales order/delivery ticket.

Applicant's Signature

Date

Office Use Only

Design Partnership Program Number: _____

Design Partnership Eligibility Date: _____

Approved By: _____

Approval Date: _____