

**RENEWAL APPLICATION**

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I, \_\_\_\_\_ hereby apply to renew my membership with the **Interior Designers of New Brunswick** for the membership year 2018.

By renewing my membership and submitting payment for my annual dues, I understand, agree and warrant to comply with the terms, conditions and requirements of IDNB membership, including maintaining professional liability insurance coverage (Registered, Non-Resident and Intern) and fulfilling professional development requirements as applicable.

I hereby acknowledge that any paid membership dues are non-refundable and agree to abide by the conditions and terms as set out above, as well as any additional conditions and/or terms as may be determined by IDNB Board or Registrar at a later date.

The fee for this renewal is:

<b>Retired Member</b>	Do not Pay
<b>Registered Member</b>	\$ 385.70 + \$ 134.55 to IDC fees = <b>\$ 520.25</b> (taxes included)
<b>Non-Resident Member PEI</b>	\$ 385.70 + \$ 134.55 to IDC fees = <b>\$ 520.25</b> (taxes included)
Non-Resident Member	<b>\$ 800.00</b> (taxes included)
<b>Intern Member</b>	\$ 170.00 + \$ 134.55 to IDC fees = <b>\$ 304.55</b> (taxes included)
<b>Student Member</b>	<b>\$ 25.00</b> (taxes included)

\*\*Note that all fees are due by January 31<sup>st</sup>. If not received in time, you will be billed for an addition \$50.00 late fee.

**MEMBERSHIP INFORMATION**

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\_\_\_\_\_  
Name

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Email Address

I am renewing my membership as

- Retired                       Registered                       Intern  
 Student                               Non-Resident

**ACCREDITATIONS / CERTIFICATIONS**

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- NCIDQ # \_\_\_\_\_       IDC       IIDA       ASID  
 LEED Accredited       IFMA       BOMA       OTHER \_\_\_\_\_

**EMPLOYMENT INFORMATION**

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\_\_\_\_\_ I am not currently employed at the moment

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

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 City

\_\_\_\_\_  
 Province

\_\_\_\_\_  
 Postal Code

\_\_\_\_\_  
 Office Phone

\_\_\_\_\_  
 Extension

\_\_\_\_\_  
 Direct Phone

\_\_\_\_\_  
 Email Address

\_\_\_\_\_  
 Company Website

\_\_\_\_\_  
 Position Title

**PROFESSIONAL LIABILITY INSURANCE INFORMATION** (Mandatory for Registered, Non-Resident and Intern members)

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If you are a firm/company owner holding your own policy, please select Broker and provide the details below.

If you are an employee of a firm/company and covered under the policy of your employer, please select Employer and provide the details below.

\_\_\_\_\_ Employer Provided (provide details below)

\_\_\_\_\_ Broker Provided (provide details below)

\_\_\_\_\_  
 Name of Insurance Company

\_\_\_\_\_  
 Policy Number

\_\_\_\_\_  
 Policy Effective and Expiry Date

**EMPLOYMENT SECTOR**

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In an effort to better represent our membership, the IDNB would like to know what percentage of your work is in each of the following categories. Please ensure that the numbers equal 100%.

\_\_\_\_\_ Corporate

\_\_\_\_\_ Healthcare

\_\_\_\_\_ Multi Family

\_\_\_\_\_ Hospitality

\_\_\_\_\_ Public / Institutional

\_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_ Retail

\_\_\_\_\_ Residential

\_\_\_\_\_

## **E-MAIL COMMUNICATION CONSENT**

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Canada's anti-spam legislation ("CASL") came into force on July 1, 2014, mandating that all recipients explicitly consent to receiving communications electronically.

Under the CASL, the IDNB must have your explicit authorization before we can send you important membership and regulatory communication by e-mail. This includes critical membership updates such as your IDNB membership renewal notice, PD requirement information, AGM dates and election notices and insurance renewal notice for members who have coverage through the national provider amongst other

Please check **I consent** below to authorize IDNB to communicate with you by e-mail

Please check **I do not consent** below if you do not wish IDNB to communicate with you by e-mail – selecting this option means IDNB is no longer able to send you email communication on important information such as legislative updates, renewal information etc.

I consent

I do not consent

You can change your preference at any time by contacting the IDNB Office.

Please note that under the CASL and existing federal and provincial privacy legislation, we undertake to use your personal information, including your e-mail address, for only those purposes to which you have given consent.

IDNB reserves the right to send messages where permitted by law to do so.

## **PROTECTION OF PERSONAL INFORMATION**

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The IDNB is committed to protecting the privacy and confidentiality of member information. Personal information that we collect is kept confidential to the extent provided by applicable federal or provincial statutes regarding access, use or disclosure of personal information.

### **Collection, retention and use of personal information**

Any documents, records or other information provided will only be used to support the activities of IDNB and in relation to your membership with IDNB. The information about you will be retained for the duration of your membership with IDNB and thereafter as reasonably required. In some cases, IDNB may be required by applicable law or regulatory requirements, or by the rules governing the professional regulation, to use or disclose information about you without your knowledge or consent. If you have any questions or concerns about the collection of your personal information, please contact the IDNB Office at [info@aridnb.ca](mailto:info@aridnb.ca).

### **Release of personal information to third-parties**

IDNB will not release any information pertaining to your membership record without your prior consent. You can authorize IDNB to disclose information and/or records about you to the following designated third-parties as it relates to your IDNB membership. Taking this action is entirely voluntary – you are under no obligation to consent to the release of your information to any third-party.

### *Interior Designers of Canada (IDC)*

IDC may collect, use and disclose your personal information to other third-parties for publication of a print and/or online directory of members, member service programs and other marketing and solicitation activities.

I authorize IDNB to release information and/or records pertaining to me to IDC:

Yes

No

*Interior Design Continuing Education Council (IDCEC)*

IDCEC may collect, use and disclose your personal information to other third-parties for the purpose of providing technology and services related to professional development reporting.

I authorize IDNB to release information and/or records pertaining to me to IDCEC:

\_\_\_\_\_ Yes

\_\_\_\_\_ No

*Prolink*

Prolink may collect and use your personal information for the purpose of providing services pertaining to professional liability insurance coverage as the designated national program provider.

I authorize IDNB to release information and/or records pertaining to me to Prolink:

\_\_\_\_\_ Yes

\_\_\_\_\_ No

**IDNB cannot assume any responsibility for the privacy practices, policies or actions of the third-parties, including how the third-parties may collect, use or disclose your personal information.**

**CONSENT & AUTHORIZATION FOR THE COLLECTION, RETENTION AND USE OF INFORMATION**

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I hereby certify that the statements made in this form are complete and correct.

I authorize the IDNB to collect, retain and use the documents, records or other information provided for the duration of my membership with the IDNB and thereafter as reasonably required for the purpose of supporting the activities of the IDNB or in relation to my membership with the IDNB. The IDNB reserves the right to release personal information where permitted or required by applicable law or regulatory requirements, or by the rules governing the professional regulation to do so.

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Signature

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Date