



PORTER & PRINCE

LUXURIES AND LINENS

## TRADE CONCIERGE PROGRAM TERMS & CONDITIONS

Discount cannot be combined with any other offer or promotion, and does not apply to the purchase of apparel, accessories, beauty, or gift cards, as well as monogramming, surcharges/shipping/processing fees or taxes. Program is available to architects, interior decorators, home design professionals and real estate developers only. Membership is not transferable, and is offered to individuals only. If your firm has multiple designers, each must individually apply for membership.

Misuse of membership may result in immediate termination from the program. Misuse includes, without limitation: use of trade discount for personal purchases; resale through any retail or auction site; reimbursement of trade discount upon merchandise return; sharing trade discount with others; and submitting false, expired or misleading information on application.

To qualify, please fully complete our trade program membership application. Before approval, you will be required to submit proof of the following:

- Resale or Sales Tax Certificate number
- Copy of business card with your design profession
- Interior Design Certification/ Major Design Organization identification-or-valid membership to a major residential or commercial development business organization (e.g., NAHB, NAA, etc.)

At this time, files cannot be uploaded with the application. From the email address used in your online application, please send scanned copies of the three required documents to **info@porterandprince.com** with the name of the trade applicant listed as such in the subject line of the email.



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# TRADE CONCIERGE PROGRAM APPLICATION

Please fill out this application and email it, along with your documents, to **info@porterandprince.com**. Include 'Trade Application' and your name in the subject line.

*You will need to provide the following business documents:*

- Business License or Resale Certificate showing proof of a design-based business (with an additional signed resale certificate for each state where tax exemption is sought) or valid membership card from a major design organization (e.g. NCID, CCIDC, ASID, IIDA, AIA)
- A business card indicating the applicant's design profession

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FIRST NAME

LAST NAME

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YOUR PROFESSION (E.G. INTERIOR DESIGNER, ARCHITECT)

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COMPANY NAME

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BUSINESS ADDRESS

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CITY, STATE, ZIP-CODE

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BUSINESS PHONE

EMAIL

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BUSINESS LICENSE NUMBER

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PROFESSIONAL DESIGN ASSOCIATION / MEMBERSHIP NUMBER

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APPLICANT'S SIGNATURE

DATE

The applicant's signature serves as confirmation that you have read, understood and fully accept/agree to the terms and conditions set forth in the accompanying page. All documentation must be reviewed and approved by a Porter & Prince associate prior to enrollment in the Trade Concierge Program.

*Sign up for our newsletter to discover new arrivals, special events, promotions, and exclusive offers.*

By checking here, I agree to receive emails from Porter & Prince.

*How did you hear about our Trade Program?*

Email    Postcard    Website    Other: \_\_\_\_\_