

# PARTNERS IN DESIGN

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## SELDENS

A SPECIAL PROGRAM EXCLUSIVELY FOR DESIGN PROFESSIONALS, INCLUDING RESIDENTIAL AND COMMERCIAL INTERIOR DESIGNERS AND DEVELOPERS

Join our Selden's Partners In Design program and earn cash back on furniture, rugs, accessories, lighting, mirrors, and soft goods.

The program allows you to create authentic spaces for your clients while taking advantage of Seldens' unrivaled multi-brand selection of home furnishings and program benefits.

- Referral-fee value of 8% cash back
- Access to the finest interior design products in the world
- No minimum purchase
- Dedicated industry experts, our staff is here to personally assist you and your clients
- One-stop shopping with over 150 leading furniture, lighting and rug manufacturers
- Warehousing/deluxing
- Delivery service
- Customer service support



**BECOME A MEMBER TODAY!**  
**WE LOOK FORWARD TO WORKING WITH YOU!**

# PARTNERS IN DESIGN PROGRAM FREQUENTLY ASKED QUESTIONS

## PROGRAM DETAILS

### HOW MUCH DOES IT COST TO JOIN THE PROGRAM?

The program is complimentary to licensed, professional interior designers.

### HOW DO I ENROLL IN THE PROGRAM?

All applicants must complete and submit the application and send a completed W9 to HR@seldens.com. The completed W9 is required in order to receive a commission check.

### IF I AM A MEMBER, AM I CONSIDERED AN EMPLOYEE OF SELDEN'S?

By joining, you are not considered an employee of Selden's, nor does becoming a member make you eligible for employee-related benefits and assistance. However, you will be receiving a Form 1099 on all earned monies.

### IF I APPLY, HOW LONG DOES IT TAKE TO GET MY MEMBERSHIP ID NUMBER?

You will receive your Membership ID number via e-mail within two weeks of submitting your completed application.

### HOW SOON CAN I START SHOPPING WITH MY CLIENT?

As soon as you receive your Membership ID.

### DO I HAVE TO BE A DESIGNER TO JOIN?

This program is for all active design professionals, specifically interior designers, architects, builders and landscape designers. You must have an active business license to participate.

### CAN A DESIGNER FRIEND OF CLIENT USE MY MEMBERSHIP ID?

No. You will be required to show additional proof of identification whenever you use your Membership ID.

### WHAT IF I CHANGE JOBS OR PLACES OF EMPLOYMENT? DO I NEED TO UPDATE MY MEMBERSHIP APPLICATION AND REQUEST A NEW MEMBERSHIP ID?

Yes, you must notify us of any employment change and provide a revised W9 form so we can update your information. We will then provide you with a new Membership ID.

### SHOULD EACH MEMBER OF MY FIRM HAVE A PERSONAL MEMBERSHIP ID?

Yes, if each member will receive their own earnings, they will need to apply separately for an individual Member ID. However, if the firm will be receiving earnings, then each member does not need an ID.

### WHAT IF I MOVE AND MY ADDRESS CHANGES?

Notify us asap and provide a revised W9 form reflecting the new address. Contact HR@seldens.com.

### HOW CAN I OPT OUT OF THE PROGRAM OR CLOSE MY MEMBERSHIP ID?

Simply e-mail us at HR@seldens.com

## EARNINGS

### HOW MUCH DO I EARN?

Beginning July 1, 2017:

- Earn 8% cash back on delivered sales (before taxes and delivery).
- Installed goods will be excluded.

### WHEN/HOW DO I RECEIVE EARNINGS?

- A completed W9 is required for earnings to be released. Please send your completed W9 to HR@seldens.com.
- Earnings are paid semi-monthly and are based on delivered-sales volume.
- Checks will be mailed to the address listed on the W9.

### WHAT HAPPENS IF A CLIENT RETURNS AN ORDER?

Any returns processed after earnings have been paid will be deducted from the next commission check paid to you, if applicable. You are responsible for repaying the commission within 30 days of the products return.

### ARE DEPOSITS REQUIRED ON ORDER?

Yes, a 50% deposit must be paid to process your clients' purchases.

### ARE MY EARNINGS TAXABLE?

Yes, you will receive a Form 1099 at the end of the tax year.

### HOW DO I GET TAX EXEMPTION?

We require a Resellers Permit for each state where items are being delivered.

### DOES MY CLIENT NEED TO BE PRESENT WHEN I'M SHOPPING?

No, but if a client is not present, you will be required to sign all necessary documentation.

### DO I NEED TO BE PRESENT WITH MY CLIENT IN THE SHOWROOM?

Yes, we want to provide the best experience possible and avoid any confusion about how the process works.

### CAN I SHOP WITH MY CLIENT AT ALL SELDEN'S LOCATIONS?

Yes, you can shop at all Selden's Designer Home Furnishings stores located in Bellevue, Olympia, and Tacoma. In addition, you can shop at the Bassett store located in Tacoma.

### CAN I SHOP ONLINE AND USE MY MEMBERSHIP ID?

You can browse the site, but all orders must be submitted to your local store or by calling our Design Consultants.

### WHERE CAN I FIND MORE INFORMATION ABOUT YOUR WARRANTIES?

We offer a Limited Lifetime Warranty as well as plans for purchase with extended coverage. Contact our Design Consultants if you have specific questions about the warranty and how it applies to a specific collection.

### WHAT IF I NEED TO REQUEST A FABRIC OR LEATHER SAMPLE?

You can request a fabric or leather cutting in-store or by calling our Design Consultants.