



RENEWAL APPLICATION

Membership expires 12/31/2011

Remit by 1/31/11

SDA Headquarters
 2400 Ardmore Blvd. Suite 302
 Pittsburgh, PA 15221
 Phone: 800.711.8199
 Fax: 412.243.5160
 E-Mail: Hadmin@sdadmin.org
 Web Site: www.sdadmin.org
 Tax ID#: 23-7070549

NAME: _____ TITLE: _____

COMPANY: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____ E-MAIL: _____

I AUTHORIZE THE SDA TO CONTACT ME VIA EMAIL OR FAX : YES NO YEARS EXPERIENCE IN INDUSTRY: _____

FIRM SIZE (# Employees): _____ PRINCIPAL NAME(S): _____ REFERRED BY: _____

FIRM DISCIPLINE: _____ (i.e.: architectural, structural, etc.)

	*Membership Type	National Dues	*Chapter Name: _____
(✓ check one)	<input type="checkbox"/> Professional	\$225.00	
	<input type="checkbox"/> Associate	\$225.00	
*See Page 2-3	<input type="checkbox"/> Member-at-Large	\$225.00	(No chapter in area. SDA Forms and Letters Handbook included for MALs.)
for membership	<input type="checkbox"/> Student	\$ 25.00	
types, eligibility	<input type="checkbox"/> Emeritus	\$ 50.00	(Must complete <u>and enclose</u> Page 2)
requirements &			
chapter dues			
schedule.			
		*Chapter Dues	\$ _____ (Required, except Members-at-Large)
		National Dues	\$ _____ (Required)
		SDA PIN (20.00)	\$ _____ Circle one Color: GOLD or SILVER
		**construction® (suggested donation \$20.00)	\$ _____
		I wish to make a donation to the Past President Council Foundation	\$ _____
		I have met the annual continuing education requirements	
		for CDFa or SDA/C certification renewal (subject to audit) (\$25.00)	\$ _____
		Reinstatement Fee (\$50 required if postmarked after January 31)	\$ _____
		TOTAL \$	\$ _____

Professional Emphasis Groups (PEG's): A Professional Emphasis Group (PEG) is a mini-networking group, or internal sub-group, within SDA. Each PEG has as its focus a different area of expertise and will align with SDA's certification program categories. In addition to networking, PEGs will provide an opportunity to give members advanced information in their particular area(s) of interest. By selecting a PEG on the dues transmittal, a central database will identify a subset of members who, by choice, have identified themselves in a given area of specialty or interest. These members could then be used as consultants or speakers within the organizational structure of SDA and other design related affiliate organizations. **Please select ONE PEG that interests you:**

Project Management Finance Human Resources Marketing Office Administration

Committees: SDA offers the following standing committees. Please check the committee(s) that you would be interested in learning more about nationally.

Awards Bylaws Connections Convention/Conference **construction®** Certification
 Education/Programs Membership Nominations Publications/Website Public Relations

****See p.3 for information on construction®.**

Make check payable to **Society for Design Administration** and mail to above address or pay by credit card.

() Master Card () Visa () American Express

Credit Card Number _____ Exp. Date / _____ Amt Total \$ _____

Cardholder Name _____ Signature _____ V-Code _____

*****Please enroll me for the SDA's payment installment plan using the credit/debit card above.**

*****(For details on the SDA's payment installment option, refer to page 3 of the application)**

SDA is a 501(c) (6) organization. Payments and contributions to the SDA are not deductible as charitable contributions for Federal income tax purposes. However, they may be tax deductible as ordinary and necessary business expenses under other provisions of the Internal Revenue Code. Contributions made to **construction®** are considered tax deductible contributions and will be acknowledged by letter from the Foundation.

Membership Types

Professional: Those persons employed as administrative personnel for an architect, engineer, or design professional related to the construction industry, whether in private practice, on the staff of a licensing or registration board, a school, or any other public or private institution or company, and consultants who perform design services administration for the entities described above. They shall pay Chapter and National Dues, and shall have the right to vote and hold Chapter and National office. *Professional members are office managers, marketing directors, business managers, bookkeepers, secretaries, human resource managers, etc., who work for architecture, engineering, interior design, and general contracting firms. Persons who offer marketing, finance, word processing, desktop publishing services, etc., to such firms are also professional members.*

Associate: Those persons whose products or services support the design profession. They shall pay Chapter and National Dues. An Associate member shall have the same eligibility requirements as a Professional Member. *Associate members are vendors who provide products and other services to our member firms, such as office and drafting suppliers, travel agents, insurance agents, reprographic consultants, plan centers, etc.*

Member-at-Large: Those persons for whom no chapter exists chapter in their area. A Member-at-Large shall have the same eligibility requirements as a Professional Member. A Member-at-Large shall pay National and Member-at-Large dues, and shall have the right to vote and hold Chapter and National office.

Emeritus: Those members in good standing at the time of retirement from professional life in the design profession for a minimum of 12 years and SDA for a minimum of 10 years. Retirees shall be assessed National Dues to cover the cost of mailings, etc. Local Dues may be assessed as designated by the individual chapter. They shall have all the rights and privileges of membership afforded them prior to retirement, except the right to hold National office or that of President Elect or President of their chapter. If an Emeritus member is certified (SDA/C) at the time of retirement, he/she shall maintain that status without the need to renew.

Emeritus Member Applicants must complete the following and submit with the Member Application.

- | | |
|---|----------------------|
| ▪ _____ Years of SDA Membership | <i>Circle one</i> |
| ▪ Are you SDA Certified (SDA/C)? | <u>YES</u> <u>NO</u> |
| ▪ Do you currently serve as a National Officer? | <u>YES</u> <u>NO</u> |
| ▪ Do you currently serve as a Chapter President or President Elect? | <u>YES</u> <u>NO</u> |
| ▪ _____ Date retirement | _____ |

Confirmed by Executive Director (upon receipt at SDA National HQ)	Date
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Student: Those persons who are currently enrolled as full-time students in an accredited program leading to a certificate or degree in architecture, engineering, interior design, or with a professed interest in applying their studies to the professional administration of such businesses. They shall pay Chapter and National dues. They shall have the right to attend all meetings of SDA, to speak and take part in the discussions thereat, and to serve as committee members. They shall not have the right to vote, to serve as a committee chair, or to hold Chapter or National office.

****canstruction®**

canstruction® is the SDA's non-profit trademarked national community service project. Sponsored in dozens of cities across the United States and Canada, **canstruction®** provides hundreds of thousands of meals annually to hungry people in need. As a public relations vehicle it heightens SDA's national visibility and acts as a catalyst to establish new chapters and increase membership. A contribution to **canstruction®**, makes it possible for SDA to recruit cities and participants, engage the food industry, provide materials and assistance to sponsors, conduct a public relations campaign and ultimately increase the total amount of food donated to local food banks. Visit www.canstruction.org for info.

Chapter Dues Schedule

(locate the chapter you belong to and include the dues amount with the total submitted to National)

Chapter	Professional	Associate	Student	Corresponding	Lifetime/Emeritus
Atlanta	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Baton Rouge	\$25.00	\$25.00	\$12.50	N/A	\$12.50
Boston	\$105.00	\$95.00	\$95.00	\$95.00	\$95.00
Central Texas	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00
Cincinnati	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Columbus	\$30.00	\$20.00	N/A	\$10.00	\$30.00
Dallas	\$40.00	\$40.00	\$40.00	\$40.00	N/A
Denver	\$55.00	\$55.00	\$55.00	\$30.00	\$30.00
Florida First Coast	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Fort Worth	\$35.00	\$35.00	N/A	N/A	N/A
Hampton Roads	\$75.00	\$75.00	\$25.00	N/A	\$25.00
Houston	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00
Mid Missouri	\$30.00	\$30.00	N/A	N/A	N/A
Minneapolis/St. Paul	\$50.00	\$50.00	N/A	\$50.00	N/A
Nebraska	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
New York	\$95.00	\$105.00	\$20.00	N/A	N/A
Northern California	\$85.00	\$75.00	\$50.00	N/A	N/A
Orange County	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Orlando	\$40.00	\$40.00	\$40.00	\$40.00	N/A
Phoenix	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
Pittsburgh	\$50.00	\$50.00	N/A	N/A	N/A
Portland	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
San Antonio	\$25.00	\$25.00	\$25.00	\$25.00	N/A
San Diego	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Seattle	\$85.00	\$85.00	\$85.00	\$85.00	N/A
Southern Arizona	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
St. Louis	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00
Tampa	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00

*****SDA National Membership Dues Payment Plan**

In order to better accommodate members undergoing financial strain, the SDA accepts installment payments for national membership dues. In order to participate, place a checkmark on the membership application next to the statement reading “___*Please enroll me for the SDA’s payment installment plan”, and fill out the payment section with your credit or debit card number. Payments will automatically be debited in equal installments in the first week of each month.

Terms & Restrictions:

- Chapter Dues must be paid in full with the initial national dues installment payment.
- Payment must be made in no more than 5 installments, with payment in full received by April 30 of the membership year.
- Refunds will not be issued. If a member cancels payment and/or misses two consecutive payments, his/her membership will be terminated with no refunds issued.
- Members must enroll in the installment program by December 31 with an initial installment payment no later than the last day of January in the membership year.
- Payments will be processed on the 15th or the 30th of the month.