



# Certificate Verification Form

NCIDQ encourages all Certificate holders to seek registration/licensure in a regulated jurisdiction and/or membership in an interior design professional association. To request verification that you met NCIDQ's eligibility requirements at the time of your application and passed all required NCIDQ Examination sections, mail or fax this form to NCIDQ at the address below. Please allow 2-3 weeks for your verification request to be processed.

## NAME AND CONTACT INFORMATION

Name \_\_\_\_\_  
MR/MRS/MS FIRST MIDDLE LAST

Primary Address \_\_\_\_\_

City \_\_\_\_\_ St/Prov \_\_\_\_\_ ZIP/PC \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

NCIDQ Certificate Number \_\_\_\_\_ My Certificate is  Active  Non-active

Note: Payment of the annual Certificate Renewal fee maintains Active Certificate status.

## VERIFICATION REQUEST

NCIDQ will send official verification to UP TO FIVE board(s) and/or association(s) you select below. You will receive a copy. You must contact each agency to request application material for registration/licensure/membership. Note: NCIDQ does not release numerical exam scores.

New and Active Certificate holders receive unlimited free verifications. Non-active Certificate holders pay \$20 U.S. for each verification sent to a member jurisdiction or professional association, and \$40 U.S. for each verification sent to a non-member jurisdiction.

### MEMBER JURISDICTIONS

Verifications for New/Active Certificate holders: Free  
Non-active Certificate holders: \$20 U.S. each

- Alabama
- Alberta
- Arkansas
- British Columbia
- Dist. of Columbia
- Florida
- Georgia
- Illinois
- Kentucky
- Louisiana
- Maine
- Manitoba
- Maryland
- Minnesota
- Nevada
- New Brunswick
- New Jersey
- New Mexico
- New York
- Nova Scotia
- Oklahoma
- Ontario
- Saskatchewan
- Tennessee
- Texas
- Virginia

### NON-MEMBER JURISDICTIONS

Verifications for New/Active Cert. holders: Free  
Non-active Certificate holders: \$40 U.S. each

- California
- Missouri
- Iowa
- Wisconsin

### PROFESSIONAL ASSOCIATIONS

Verifications for New/Active Certificate holders: Free  
Non-active Certificate holders: \$20 U.S. each

- American Society of Interior Designers (ASID)
- Interior Design Educators Council (IDEC)
- International Interior Design Association (IIDA)

By signing below, I authorize NCIDQ to verify my Certificate to the agencies selected above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## PAYMENT – NON-ACTIVE CERTIFICATE HOLDERS ONLY

TOTAL DUE U.S. \$ \_\_\_\_\_ Check Number \_\_\_\_\_

Credit Card (Visa/MC/AmEx/Disc) \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State/Prov \_\_\_\_\_ ZIP/PC \_\_\_\_\_

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_