

For a listing of Licensed Interior Designers  
or for further information contact:

**New Mexico Interior Design Board**

P.O. Box 25101  
Santa Fe, New Mexico 87504

2550 Cerrillos Road  
Santa Fe, New Mexico 87505

(505) 476-4865 Phone  
(505) 476-4645 Fax

Website: [www.rld.state.nm.us/interior](http://www.rld.state.nm.us/interior)

In New Mexico, Licensed Interior Designers  
are qualified by education, experience and  
NCIDQ examination.

To call oneself a Licensed Interior Designer  
one must obtain a license from the  
New Mexico Interior Design Board.

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# THE LICENSED INTERIOR DESIGNER

A CONSUMER GUIDE



**NEW MEXICO  
INTERIOR DESIGN BOARD**

## **Who can call themselves a LICENSED INTERIOR DESIGNER?**

The interior design of all built environments significantly impacts the health, safety and welfare of the public. The public benefits from knowing that the individuals they entrust with the design of their interior spaces are LICENSED INTERIOR DESIGNERS.

In New Mexico, the LICENSED INTERIOR DESIGNER is a professional, qualified by education, experience and NCIDQ examination, to prepare working drawings, design interior layouts and specify materials, finishes, fixtures and equipment.

The LICENSED INTERIOR DESIGNER is bound by statute and the rules and regulations of the State of New Mexico. Their work must comply with required codes and standards to insure the health, safety and welfare of the public.

## **LICENSED INTERIOR DESIGNERS specialize in the following areas...**

- Residential Homes, Apartments and Condominiums
- Corporate Offices, Banks, Lobbies and Conference Areas
- Hospitality - Hotels, Resorts, Restaurants
- Healthcare - Hospitals, Medical Offices and Labs, Nursing Homes
- Retail - Shops and Malls
- Government - Local, State & Federal
- Institutional - Schools and Universities
- Entertainment - Theaters and Galleries

## **What services can LICENSED INTERIOR DESIGNERS provide?**

- Consultations
- Evaluate scope of project
- Programming
- Space Planning
- Design Analysis
- Drawings
- Specify Furniture, Fabric and Finishes
- Custom Furniture Design
- Purchase Furnishings and Fabric
- Specify and locate plumbing and electrical fixtures
- Non-load-bearing elements of interior spaces of buildings
- Project Supervision
- Installation Supervision

## **What to look for when hiring a LICENSED INTERIOR DESIGNER...**

- License Information
- References from former clients
- Written Contract or Letter of Agreement
- Areas of expertise
- Resumé and Portfolio
- Affiliation with Professional Organizations

## **Questions to ask when hiring a LICENSED INTERIOR DESIGNER...**

- Are you licensed by the state of New Mexico?
- What kind of professional services do you provide?
- What compensation method do you use?
- Do you use a written Contract or Letter of Agreement?
- Do you have insurance?
- Is my budget adequate for this project?
- Will my project be supervised from beginning to end?
- Who will be working on my project?
- How long will this project take?

## **LICENSED INTERIOR DESIGNERS are typically compensated in the following manner...**

- Hourly Design Fee
- Product Cost plus percentage
- Fixed Fee per project
- Project Cost per square foot
- Combination of the above options

Fees should be clearly defined and agreed upon by the client and LICENSED INTERIOR DESIGNER prior to starting a project.