

Design & Crafts Council Ireland (DCCI) Registration Application

Eligibility

- Earn a percentage of your income from your design/craft business and practice a recognised design/craft discipline (see appendix A)
- Be an Irish or non-Irish national who is permanently resident in the island of Ireland or
- Be an Irish national who is permanently resident outside the island of Ireland
- Be 18 or over

To qualify for inclusion on Design & Crafts Council Ireland's Register of Design & Craft Enterprises, you must complete ALL sections and:

- Be a professional designer/craftsperson, which Design & Crafts Council Ireland defines as one who:
 - Produces work displaying a high level of design/craftsmanship and mastery of materials and processes
 - Produce work that does not replicate, but rather is original and innovative in its use of process and/or materials and aesthetic vision
 - Produces work that not only reflects your individual signature, but also demonstrates investigation of processes and critical enquiry
 - Produces work that targets mainstream commercial and consumer markets
- Create original product designs and controls the manufacture of objects (as defined by DCCI), based on those designs via secondary manufacturers within Ireland or the EU, offering the resulting objects for sale under the product designer's own trading name
or
- Create original product designs and who sells or leases the intellectual copyright of the designs to craftspeople who create objects (as defined by DCCI) based on the designs, which are then offered for sale under the designer/craftsperson's own trading name.

Please note: the Registration Panel meets 4 times a year so there may be a 12 to 14 weeks processing time for new applications. If your application is urgent please state the urgency of your request along with your application.

Please tick which of the following apply

To qualify for a:

Professional Designer/Maker – you must provide number 1 plus fulfil a minimum of 3 criteria listed
Semi-professional Designer/Maker – you must fulfil 2 of the criteria listed below

1. Provide sales figures for last financial year
2. Sold work at a national / international trade fair?
Please List _____
3. Work is stocked in a recognised retail outlet
Please List _____
4. Exhibited work in a publicly funded gallery
Please List _____
5. Have had your work professionally critiqued or reviewed
Please List _____
6. Have received full-time training over a period of years through a recognised /accredited college or university course or through an apprenticeship
7. Received professional award, bursary or funding from a public body
8. Selected for inclusion in NCG exhibition or other professional gallery nationally or internationally
Please List _____

Once you meet the criteria, your application will be reviewed by our Registration Application Review Panel. Your application will be scored on the following:

- Technical/Design skills
- Quality of product and finish
- Quality of images submitted
- Business Plan

Benefits for Professional Designer/Maker

Receive special rates for insurance, such as public liability and personal accident. Qualify for a group reduction in our VHI Health Insurance Scheme.

Qualify for a special energy-saving audit with Utilitywise

Recieve the DCCI e-zine 'CRAFTLink', a monthly e-newsletter with DCCI and industry opportunities, and updates

Potential to be selected for DCCI programmes

Have a profile page on the DCCI website

Benefits for Semi-professional Designer/Maker

Receive special rates for insurance, such as public liability and personal accident. Qualify for a group reduction in our VHI Health Insurance Scheme.

Qualify for a special energy-saving audit with Utilitywise

Recieve the DCCI e-zine 'CRAFTLink', a monthly e-newsletter with DCCI and industry opportunities, and updates

Potential to be selected for DCCI programmes

DCCI Registration Application

1. CONTACT DETAILS

Business Name: _____

First Name: _____

Surname: _____

Address 1: _____

Address 2: _____

Address 3: _____

Town/City: _____

County: _____

Postcode: _____

Country: _____

Tel: _____

Mobile: _____

Email: _____

Website: _____

Is your website e-commerce enabled? Yes No

Facebook: _____

Twitter: _____

Instagram: _____

LinkedIn: _____

Pinterest: _____

YouTube channel: _____

2. PERSONAL INFORMATION

Date of birth: _____

Gender: _____

Nationality: _____

Please list the languages you speak:

3. CRAFT/DESIGN INFORMATION

Craft/Design discipline: _____

If your work is object based do you outsource the making of your product?

Yes No

If so, where and by whom is your product made?

List of objects made:

Please provide 6 images of your finished product

List of materials used:

Please give a description of the process involved in producing your work.

4. Please select your level as a Designer/Maker*

Professional maker
Semi-professional

5. EDUCATION/TRAINING

Where did you acquire the skills required for your design or craft related business?

Self-taught Apprenticeship Education or training institution

If self-taught please give details: _____

If you attended an educational or training institution please give details:

Institution attended or location of apprenticeship: _____

Year Commenced: _____ Year Completed: _____

Qualification obtained: _____

Do you run courses/workshops: Yes No

If yes please give details: _____

6. BUSINESS INFORMATION

Year business was set up: _____

Do you work in your business:

Full-time or Part-time

Employee information:

How many Full-time: _____

How many Part-time: _____

How many Seasonal: _____

Location of business:

Urban

Rural

Do you export: Yes No

If yes, please state where _____

Have you been a client of any other agencies? (eg: Local Enterprise Office, Leader Group, Enterprise Ireland etc) Yes No

If yes, please name:

Status of business:

Start-up

Limited Company:

Sole trader:

Co-Op:

Partnership:

If more than 2, please state how many _____

Which channels do you use to sell your products?

Wholesale

Direct Retail

Sell on Commission

Sell online

Price range of goods produced:

Under €25 €26-€50 €51-€100

€101-€250 Over €250

Are you a member of any guild, association, network or society: Yes No

If yes, please name:

Those applying to be registered as a professional Designer/Maker must include a copy of their business plan.

Please attach separately

Financial Information (this is for statistical purposes only and names are not passed to a third party)

Are you registered for VAT : Yes No

Please provide the following sales figures (€) for your last financial year. *Note: this is for your entire business, not just sales of your own craft products. E.g., include sales of other craft businesses' products, include sales from any coffee shop, etc.*

Domestic Sales: _____

Export Sales: _____

Please give a percentage breakdown of those domestic sales across the following 2 categories. (Please ensure that the two numbers add up to 100.)

Retail from your own premises _____ %

Other (Other retailers, wholesalers, e-Commerce sales to Irish addresses, etc.) _____ %

Financial Information to be filled out by professional designer makers only

Do you sell online?

Yes No

If Yes,

Please give an indication of the overall online sales for your last financial year?

0-25%

26-50%

51-75%

76-100%

Terms and Conditions*

I understand that the provision of inaccurate information on this form by me will lead to automatic removal from Design & Crafts Council Ireland (DCCI) register of Design/Craft Enterprises and subsequent exclusion from all DCCI schemes, projects and services. I note that the DCCI reserves the right to refuse any application to the register of Design/Craft Enterprises where the applicant is not eligible under any of the required registration criteria as outlined above.

DCCI reserves the right to alter, change or amend these criteria for application at any time and without prior notice and I hereby accept that as a result of a change in such criteria, I and/or my business my no longer be eligible for entry on the register of Design/Craft Enterprises without loss, cost or compensation.

Do you consent to your details being disclosed to third parties? (For the promotion of Irish design and craft and for research and statistical purposes only). Yes No

Date: _____

Appendix A

Discipline List

Basketry	<i>Rushworking</i>
Blacksmithing	
Book Making	<i>Bookmaking Bookbinding</i>
Candle Making	
Ceramics	<i>Carved Casting Handbuilt Jiggered and jolleyed Thrown Tilemaking Mosaic</i>
Fly Tying	
Fresco Painting	
Furniture Making	<i>Metal Wood</i>
Glass Making	<i>Blowing Casting Engraving Etching Fusing Mosaic Painting/Enamelling Stained</i>
Horology	<i>Horology</i>
Jewellery Making	<i>Non-Precious Goldsmithing(precious) Goldsmithing(precious)-Chasing Goldsmithing(precious)-Enamelling Goldsmithing(precious)-Engraving Goldsmithing(precious)-Lapidary Goldsmithing(precious)-Repousse Silversmithing</i>
Leatherworking	<i>Leatherworking</i>
Lettering	<i>Calligraphy Letter Carving Letter Cutting</i>
Metalworking	<i>Casting Enamelling Forging Welding Wire Working</i>
Mixed Media Construction	
Mosaics	
Musical Instrument Making	
Paperworking	<i>Cardmaking Decoupage Papier Mache</i>
Paper Making	
Printing	<i>Etching Lithography Screen Printing</i>
Silversmithing/Holloware	
Soap Making	
Spinning	
Stoneworking	<i>Carving Wall Building Slate Working</i>
Textile Making	<i>Fashion Design Felting Knitted/Crocheted</i>

	<i>Lace Making - Bobbin</i> <i>Lace Making - Carrickmacross</i> <i>Lace Making - Limerick</i> <i>Macrame</i> <i>Millinery</i> <i>Sewing</i> <i>Surface Patterened - Painting</i> <i>Surface Patterened - Batiq</i> <i>Surface Patterened - Printing</i> <i>Surface Patterened - Printing Devore</i> <i>Surface Patterened - Stitching</i> <i>Surface Patterened - Applique</i> <i>Surface Patterened - Embroidery</i> <i>Surface Patterened - Needlepoint</i> <i>Surface Patterened - Patchworking</i> <i>Surface Patterened - Quilting</i> <i>Tufting</i> <i>Weaving - Loom</i> <i>Weaving - Tapestry</i>
Thatching	
Toy Making	
Woodworking	<i>Boat Building</i> <i>Carving</i> <i>Joinery</i> <i>Marquetry</i> <i>Turning</i>