

ALABAMA STATE BOARD OF REGISTRATION
FOR INTERIOR DESIGN
ADMINISTRATIVE CODE

CHAPTER 485-X-4
CERTIFICATES AND SEALS

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485-X-4-.01 Certificates And Seals.

(1) A Certificate of Registration, suitable for framing, bearing the full name of the registrant, their registration number, and the date registered shall be issued to each new registrant. The certificate shall be signed by the chair of the board and the Secretary of State. Certificates are to be maintained and posted in the primary business offices in which the registrant practices.

(2) Upon approval of valid registration, an interior designer may create his/her own seal for use in the issuing of plans, specifications, and other documents for the purpose of obtaining construction permits. Seals may be a rubber stamp, an impression seal, or a computer-generated seal, as allowed by jurisdiction.

(3) Seals shall conform to the following design guidelines: The seal shall be circular, two inches in diameter, and shall contain an outer circle which reads "STATE OF ALABAMA" at the top and "REGISTERED INTERIOR DESIGNER" at the bottom. The registered interior designer's name and registration number must be placed inside the inner circle. Seals are for individual use only and are not to utilize the name of the business entity.

(4) Example of appropriate seal design (actual size):



(5) To ensure consistency and continuity the Board shall, with a fee, offer an electronic seal in AutoCAD format. Requests must be made in writing and submitted with the fee. The registrant's seal must be affixed on all final drawings, plans, specifications, and reports whenever presented to a client or any public or governmental agency for the purpose of obtaining a permit for construction. Work products presented which are not final should be so identified as "unfinished", "draft", or "not for construction". Seals shall conform to the requirements of the authority having jurisdiction under which documents are submitted.

(6) By affixing the seal, the registered interior designer signifies that the document was prepared either by the registrant personally or under his or her direct supervision.

Author: Alabama State Board of Registration for Interior Design

Statutory Authority: Code of Ala. 1975, §§34-15C-8; 34-15C-9(c).

History: New Rule: Filed May 6, 2002; effective June 10, 2002.

Amended: Filed April 2, 2003; effective May 7, 2003. Repealed and

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Amended: Filed November 9, 2018; effective December 24, 2018.

Ed. Note: Previous Rule 485-X-4-.06 was renumbered to .01 as per certification filed September 15, 2008; effective October 20, 2008.

485-X-4-.02 Suspended Or Revoked Certificates And Seals.

(1) Certificates and seals may be suspended or revoked through disciplinary actions consistent with the Alabama Administrative Procedure Act.

(2) The board may determine terms for reinstatement of certificates and seals and through processes consistent with the Alabama Administrative Procedure Act.

(3) Reinstatement of certificates and seals will be required for any certificate which has been suspended or revoked through disciplinary action.

Author: Alabama State Board of Registration for Interior Design

Statutory Authority: Code of Ala. 1975, §§34-15C-5(6); 34-15C-11.

History: New Rule: Filed May 6, 2002; effective June 10, 2002.

Amended: Filed April 2, 2003; effective May 7, 2003. Repealed and

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Repealed and New Rule: Filed September 24, 2010; effective October 29, 2010.

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485-X-4-.03 Replacement Of Duplicate Certificates.

By reasonable written request, along with payment of a fee established by the board, a duplicate or corrected Certificate of Registration may be issued.

Author: Alabama State Board of Registration for Interior Design

Statutory Authority: Code of Ala. 1975, §34-15C-8.

History: New Rule: Filed May 6, 2002; effective June 10, 2002.

Amended: Filed April 2, 2003; effective May 7, 2003. Repealed and

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485-X-4-.04 Remediation Of Unsealed Or Improperly Sealed Documents.

In the event that an interior design registration becomes invalid or work is found to be out of compliance with the law, the owner of the project may remediate by the following method:

1. The owner of the project employs another interior designer with a valid registration in the state of Alabama.
2. The registered interior designer acknowledges this relationship by notifying the authority having jurisdiction.

3. The registered interior designer inspects the documents, inspects the work executed, produces a report, and produces "as-built" drawings as needed for the authority having jurisdiction and the owner. Any deficiencies in work or life-safety and building codes should be noted along with recommended actions to bring the project into compliance with applicable codes and standards.

4. The registered interior designer assumes responsibility for the design and supervision of their contractual portion of the project. New or revised documents shall bear the seal of the registered interior designer who assumes responsibility for the project.

5. The registered interior designer shall notify the authority having jurisdiction once all observable deficiencies have been addressed.

Author: Alabama State Board of Registration for Interior Design

Statutory Authority: Code of Ala. 1975, §34-15C-8.

History: New Rule: Filed September 24, 2010; effective October 29, 2010.

Ed. Note: Previous Rule 485-X-4-.10 was renumbered to .03 as per certification filed September 15, 2008; effective October 20, 2008.