

Professional Membership Application



About the SGAA

The Stained Glass Association of America is a professional trade association whose membership consists of the finest artists and studios working in the restoration, preservation, design and fabrication of architectural stained and decorative art glass in the United States and around the world.

The purpose of the SGAA is to preserve, promote, and advance the stained glass industry in America through standards, advocacy, education, and connection.

The SGAA commits to its members:

Be the trusted source for stained glass education and standards

Help members grow their craft, credibility, and businesses

Strengthen the stained glass ecosystem through connection and advocacy

Thank you for your interest in becoming a Professional Member of the SGAA. This membership level is for experienced craftsperson, artists, educators, and designers who are dedicated to high-quality stained glass work and industry best practices.

Who Should Apply?

Applicants must be Affiliate Members in good standing for at least one year and have been in the stained glass field or equivalent professional practice for a minimum of three years.

Professional classification is open to Glass Studios, Artisans, Retailers, Teachers, and Galleries.

Application Fee

There is a separate \$100 application fee for each professional classification for which the studio wants to receive. Each Application for Professional Membership must be submitted independently for each classification.

Professional Membership Dues

	Annual Fee (USD)
With Sourcebook Profile	\$775
Without Sourcebook Profile	\$225

Instructions to Apply

1. Complete the form below.
2. Attach the required documentation.
3. Submit the completed form and materials to:
membership@stainedglass.org
4. The Membership Credentials Committee will review your application and schedule a panel interview.

Professional Membership Application

Part I: Applicant Information

Full Name of Studio Owner:	
Business / Studio Name:	
Mailing Address:	
City:	
State / Province:	
Postal Code:	
Country:	
Email:	
Phone:	
Website:	
LinkedIn/Social Profile(s):	

Additional Team Members Information (as applicable)

Billing Contact:		Studio Manager/ Lead Artist Name:	
Email:		Email:	
Phone/Ext.:		Phone/Ext.:	

Part II: Professional Classification* (Select One Per Application)

- ☐ **Glass Studios / Artisans:** Established businesses creating glass art, custom commissions, and/or repairs and restoration, dedicated to industry best practices and professional ethics.
- ☐ **Retailers:** Established businesses selling stained glass supplies, tools, and materials, and/or finished products, to both hobbyists and professionals.
- ☐ **Teachers:** Experienced artisan educators providing classes to those learning or expanding knowledge of the glass crafts, following standards and guidelines for industry best practices.
- ☐ **Galleries:** Galleries that showcase and sell art glass pieces, whether contemporary or historical, promoting the work of glass artisans to the public view.

** NOTE: If Professional Membership is not recommended by the Membership Credentials Committee, the applicant will be notified of the factors contributing to this decision and will be given an opportunity to correct any deficiencies and reapply within the review year.*

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Part III: Engagement with SGAA

Verify and Affirm the Following Prerequisites:

_____ (initial) Owner/Studio has been an **Affiliate Member** for at least one (1) year.

_____ (initial) Studio has reviewed the SGAA's Guiding Policies and for Governance and Ethics: SGAA [Conflict of Interest](#), [Harassment](#), and [Non-Discrimination](#) Policies. (linked here)

Part IV: Supporting Documentation Checklist

- ☐ Business Documentation (FEIN, Sales Tax ID, license(s))
- ☐ Proof of Current Liability Insurance (COI)
- ☐ Safety Documentation (policy, training, lead testing results)
- ☐ Attach signed Acknowledgment and Agreement to the [SGAA Code of Ethics](#) (linked here)
- ☐ Resume/CV for Business or Artisan
- ☐ Letters of Recommendation
(2 from recent clients + 1 from Professional Member + 1 from Accredited Member)
- ☐ Sample Studio Contract
- ☐ Portfolio of Studio Work (maximum 10 pages)

Part V: Interview Process

Finalists will complete a panel interview with SGAA Accredited & Professional Members on the Membership Credentials Committee. Applicants will be expected to demonstrate technical knowledge, explain their processes, and reflect on their studio philosophy.

Interview will be conducted in person at an SGAA conference or via Zoom outside of a conference.

Agreement & Signature

By signing below, I affirm that all submitted information is accurate and will be reviewed and held by the Credentials Committee and in the SGAA Archives:

Printed Owner's Name:	_____
Signature:	_____
Date:	_____

Submit completed form, application fee, and all documentation to: membership@stainedglass.org

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Details of Application Requirements:

Required Business Documentation

- FEIN / IRS letter
- Sales Tax ID#
- Commercial Business and/or Contractor's license (*as applicable*)
- Commercial Lease (*Retailers*)

Insurance Documentation

- Current certificate of insurance (COI) providing proof of insurance for general liability, and care & custody of property of others in transit and in the studio (Bailey Insurance, Inland Marine. etc.)
- Worker's compensation insurance (*as applicable*)

Acceptable Proof of Studio Safety Standards

- Description of Studio Safety Policy
- Description of Safety Training Program

Quality of Work

- CV / Resume for Studio or Owner (*maximum 5 pages*)
- Resume for key employee(s) (*optional*) (*maximum 1page each, as applicable*)
 - studio director / manager
 - lead artist / designer, etc.

Portfolio of Studio Work

(*maximum ten (10) pages*)

- See specific details (below) for each professional classification*
- Submit five (5) high-quality project samples completed within the last three (3) years.
- Include architectural context, project details, and high-resolution photos.
- Portfolios should be in PowerPoint, PDF, or equivalent format, and submitted as an attachment to Professional application.

Sample Studio Contract

- Terms and General Conditions
- Include details for process and scope of work understanding
- Some Contract Examples include:
 - Memorandum of Understanding (MOU)
 - Gallery/Artist Representation Contract
 - Liability Waiver
 - Lease Agreement

Letters of Recommendation

- Recommendation letters from two (2) clients, with projects completed within the last four (3) years
 - Client interviews may be conducted by Membership Credentials Committee prior to the panel interview
- Letter of support from one (1) current Accredited Professional member
- Letter of support from one (1) current Professional Member (*or a second Accredited Professional member*)

Membership Credentials Committee Interview

- A panel of Accredited and Professional members will meet with the applicant to discuss one or more of the Applicant's projects presented in their portfolio.
- Applicants will be asked to provide knowledge of various glass techniques used in their projects, as well as working knowledge of SGAA's best practices for design, fabrication, installation, health and safety.

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***Portfolio of Studio Work Requirements:**

Submit five (5) high-quality project samples completed within the last 3 years.

- Portfolios should be in PowerPoint, PDF, or equivalent format, and submitted as an attachment to Professional application.

Artisan / Studio applicant must include in Portfolio:

- The portfolio should include at least one (1) image of a design rendering (e.g., a colored sketch) along with a photo of the completed project.
- Original design project description should include the architectural settings, individual window, and detail photo(s), location, size of project/window(s), completion date, and a brief description detailing any other special considerations or challenges.
- Restoration projects should also include the original fabrication studio (if known), the original windows' age, the restoration completion date, a brief description of the restoration work performed, description of the window failure/damage and how these problems were resolved.
- Applicants will be asked to share their philosophy in their approach to art glass projects.

Retailer applicant must include in Portfolio:

- Images of retail space with corresponding details for the storefront, square footage of shop, location (if multiple), and a brief description detailing any other special considerations.
- Portfolio must include inventory summary; indicate the top ten (10) selling products.
- Narrative of business plan and retail offerings, including but not limited to stained glass supplies, tools, and materials, and/or finished products.
- Applicants will be asked to share their philosophy and convictions in their approach to glass.

Teacher applicant must include in Portfolio:

- Class syllabus that include details following standards and guidelines for industry best practices, and notes as well as dates, times, and student attendance (numbers).
- Tell the story of at least one (1) class / workshop through photos and text that includes thematic content, unique design, fabrication, installation problems and/or solutions, particular types of glass used and why, etc.
- Applicants will be asked to share their philosophy in their approach to learning the glass crafts.

Gallery applicant must include in Portfolio:

- Portfolio of glass artists represented by the Gallery, including duration of relationship.
- Images of gallery space with corresponding details for the storefront, square footage of display, location (if multiple), and a brief description detailing any other special considerations or services offered.
- Prospectus for a Call for Glass Art, including photos and text that includes thematic content, particular types of glass, display problems and/or solutions, and why, etc.
- Applicants will be asked to share their philosophy and convictions in their approach to promoting the work of glass artisans to the public view, whether contemporary or historical.

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Summary of Membership Benefits:

Membership Benefit / Feature	SGQ Subscriber	Affiliate Member	Industry Partner	Professional Member	Accredited Professional
1. Stained Glass Quarterly (SGQ) magazine subscription	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. Early access and Discounted Rates to Conferences, Regional Events, and Educational Programs		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. Use of SGAA Membership logo		<input checked="" type="checkbox"/> (general logo)	<input checked="" type="checkbox"/> (Partner logo)	<input checked="" type="checkbox"/> (Professional Logo)	<input checked="" type="checkbox"/> (Accredited seal)
4. Invitation to attend & receive a written report of General Membership Meetings		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5. Access to Resources on the SGAA Member Portal		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6. Able to serve on SGAA Committees		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7. Able to submit to Member Spotlight		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. Able to submit work to juried and member Exhibitions		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9. Opportunity to serve on the Board of Directors		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10. Voting rights on Membership issues and Technical Documents			<input checked="" type="checkbox"/> (1 vote)	<input checked="" type="checkbox"/> (1 vote)	<input checked="" type="checkbox"/> (2 votes)
11. Able to Participate in Affinity Calls			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12. Directory Listing and Profile* on the Sourcebook (stainedglass.org) <i>* Full Sourcebook Profile includes website hyperlink, images, detailed description, and prominent top of page sorting.</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13. Access to SGQ Archives & SGAA Library		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14. Opportunity to serve as an Officer on the Board				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15. SGAA Professional Certificate				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16. Opportunity to receive Calls for Bid in Public Art and Commission Work that come through the SGAA Office				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17. Opportunity to receive Calls for Bid in Restorations that come through SGAA Office					<input checked="" type="checkbox"/>
18. SGAA promotes and advocates for Accredited Studios to Preservation, Architecture, & Related Industries					<input checked="" type="checkbox"/>