



INSTALLER CERTIFICATION PROGRAM

2020 Installer Certification Program Application

STANDING SEAM ROOF SYSTEMS TRAINING

APPLICANT'S FULL NAME: _____ CLASS DATE/LOCATION: _____

APPLICANT'S ADDRESS: _____ Applying for: Audit _____ Certification _____

EMAIL ADDRESS (OPTIONAL): _____

EMPLOYER OR SPONSOR COMPANY INFORMATION:

NAME: _____

ADDRESS: _____

PHONE #: _____

Applicant hereby makes application for training in NCI Group, Inc. formal training program necessary for certification as a NCI GROUP INC. CERTIFIED INSTALLER for the following products manufactured by NCI Group, Inc.: Standing Seam Metal Roofing Systems: Ultra-Dek®, Double-Lok®, SuperLok®, SuperLok™, LokSeam®, Craftsman™ HB

Applicant and the applicant's Employer or Sponsor Company hereby represent to NCI Group, Inc. that: (1) the applicant is an experienced installer of metal roof and wall products and has been actively involved in the installation of metal roof and wall products for the three (3) years immediately preceding this application; (2) applicant and/or Employer or Sponsor Company shall provide to NCI Group, Inc. with this application, proof of General Liability Insurance or approved equivalent and a certificate showing that there is, in force, worker's compensation insurance for applicant, and/or Employer or Sponsor Company; (3) Neither applicant or Employer/Sponsor have filed a petition seeking relief under the Bankruptcy Code; (4) Insurance Certificate copy available or on file of applicant's company including Workers' Compensation Waiver of Subrogation in favor of NCI Group, Inc.

Applicant shall provide to NCI Group, Inc. a Metal Roofing Project assume that lists five (5) metal roof projects that he/she has recently completed including the name of a person to contact at the project, phone number, and project address. The applicant hereby grants to NCI Group, Inc. the right to contact the designated individual for the purpose of inspecting the work and/or assuring owner satisfaction with the work.

If applicant is accepted by NCI Group, Inc. for training in its Installer Certification Program, applicant agrees to attend the complete program at the NCI Group, Inc. facility designated per the Installer Certification Program schedule or another location acceptable to NCI Group, Inc. NCI Group, Inc. Installer Certification Program ONLY assures that: (1) NCI Group, Inc. has provided training to the applicant; (2) the applicant has completed an instructional course in the proper installation of the products eligible for certification. NCI Group, Inc. shall not undertake the responsibility nor obligation to: (1) determine if the certified applicant is utilizing the methods and procedures taught in the program; (2) re-certify or inspect a certified applicant's work in order to determine whether proper methods and procedures taught in the program were followed.

Applicant is an "independent contractor" and this Application is NOT intended to create an agent or employer/employee relationship or partnership of any kind. NCI Group, Inc. may revoke Applicant's Installer Certification designation at any time for any reason in its sole discretion. ADDITIONALLY, APPLICANT AGREES TO DEFEND, INDEMNIFY AND SAVE NCI GROUP, INC. HARMLESS FROM ANY LIABILITIES, CLAIMS, OR DEMANDS (INCLUDING THE COSTS, EXPENSES AND ATTORNEY'S AND EXPERTS FEES ON ACCOUNT THEREOF) THAT MAY BE MADE BY ANYONE FOR INJURIES TO PERSONS OR DAMAGE TO PROPERTY.

NOTE: Those applicants attending for "audit" are not required to apply proof of GL/ WC insurance for a Metal Roofing Project Assume.

Registration & Fees:

Full payment of course fee is due at time of registration. This reserves your space for the certified installer training course. You must contact NCI Group, Inc. in order to confirm your seat availability when registering. (877-526-0445 or ncibuilding@ncigroup.com)

Course fees are: (1) \$300 for the first applicant, \$300 for second applicant and \$150 for third applicant and all subsequent applicants per company or organization per session; (2) \$75 for individuals wishing to attend for audit purposes only and either not eligible for certification or not requiring certification. This fee can be applied toward full certification costs if at a later date the attendee chooses to become a certified installer provided the applicant meets all other certification criteria. Audit only spaces are limited to a maximum of 10 per class. All checks should be made out to NCI Group, Inc. NCI Group, Inc. will issue a confirmation for each attendee registered.

Course fees pay directly for the costs and expenses of the training program, included in the fees are NCI Group, Inc. provided lunches on the first and second days of class. All expenses for travel, transportation, lodging and meals shall be borne by the applicant or the applicant's Employer or Sponsor Company.

*Cancellation notice received 3 business days prior to class start only will be eligible for a full refund or reschedule to alternate date without additional fee. Cancellations made 3 business days or more subject to a minimum fee of \$50 per individual.

Please call to check availability. Class size is limited to the first (20) registered attendees (exceptions may apply on a per class & location basis).

APPLICANT'S SIGNATURE _____ DATE _____

EMPLOYER'S OR SPONSOR COMPANY'S SIGNATURE _____ DATE _____

TOTAL COURSE FEE: \$ _____ PAYMENT SUBMITTED: \$ _____

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Architects are using metal in more diverse ways than ever before. Because of the intricate details that are created, the erector, now more than ever, must know and understand the nuances of the system he is installing. As architectural designs become more intricate, so does the installation. To ensure their designs and specifications are complied with, architects are specifying that the roof installer be "certified" by the roofing manufacturer.

Cornerstone Building Brands believes that manufacturers and installers should be working in cooperation with each other to deliver an "in place" product that meets the customer's needs and expectations. However, this requires that the roof system manufacturer do more than just mail out certificates. Cornerstone Building Brands is committed to training and educating erectors in both the proper use and installation of our roof systems.

Installer Certification

MR. CERTIFIED INSTALLER

The "Installer" on behalf of

ROOFING COMPANY, INC

the "Company" has satisfactorily completed the Cornerstone Building Brands/NCI Group, Inc. training seminar and has passed the required exams thereby qualifying as a Cornerstone Building Brands/NCI Group, Inc. Authorized Installer for the following products:

BattenLok® HS / SuperLok® / Ultra-Dek® / Double-Lok® / Craftsman™ HB / LokSeam® / CFR - Insulated Metal Roof Panel

This certificate was prepared by the applicant. The applicant hereby certifies that the information provided on this certificate is true and correct. The applicant understands that this certificate is not a warranty and that the applicant is responsible for the accuracy of the information provided on this certificate. The applicant agrees to indemnify and hold NCI Group, Inc. harmless from any and all claims, damages, and expenses, including reasonable attorneys' fees, that may be asserted against NCI Group, Inc. by any third party as a result of the applicant's use of this certificate.

This certificate does not constitute an offer of insurance. The applicant understands that this certificate is not a warranty and that the applicant is responsible for the accuracy of the information provided on this certificate. The applicant agrees to indemnify and hold NCI Group, Inc. harmless from any and all claims, damages, and expenses, including reasonable attorneys' fees, that may be asserted against NCI Group, Inc. by any third party as a result of the applicant's use of this certificate.

INSTRUCTOR: _____ DATE: _____

FAQ'S

Why does Cornerstone Building Brands have an Installer Certification Program?

- Architects are demanding it.
- The installation of Cornerstone's architectural roof and wall systems will be improved with greater industry installation knowledge.
- Architectural roof and wall systems offer building owners benefits that no other construction material can offer, but for those benefits to be fully realized, the products must be installed properly. Therefore, the installers should be trained in the proper methods and procedures of installation.

Who can be certified?

Any company/individual combination that meets the requirements.

What are the requirements to be considered for certification?

- Three years metal roof & wall installation experience immediately preceding application submittal.
- General Liability Certification of Insurance demonstrating coverage in the minimum amount of \$250,000 for each loss.
- Worker's Compensation Insurance for Applicant and/or Employer or Sponsor Company.
- Neither Applicant nor Applicant/Sponsor has filed a petition seeking relief under the Bankruptcy Code.
- Each Applicant (individual) must submit five references of recently completed projects.

Why do we not certify individuals by themselves?

Cornerstone Building Brands has worked hard to earn the respect of the architectural community and we believe the architectural community wants, deserves and is mandating an authorization program that has depth and substance. This mandate calls for more than individual authorization; it calls for an individual that is backed by an organization (a company) and a support system (a company).

Why do we not certify companies by themselves?

We want to make sure the person (the installer) that satisfactorily completes the training is actually on the job supervising the installation.

Which Cornerstone Building Brands products are eligible for installer certification training?

Standing Seam Metal Roofing Systems:

- Ultra-Dek®
- Double-Lok®
- BattenLok® HS
- SuperLok®
- Craftsman™ HB
- LokSeam®

Insulated Metal Panels Systems:

Concealed Fastened Roof (CFR)

What does the training class include?

- Each product class will last a maximum of two days
- Classroom instruction which includes review of the respective product's technical manual
- Hands-on instruction which includes review of the respective product's mock-up details
- Written tests
- Open discussion
- Upon satisfactory compliance with and completion of the training course, the certificate will be issued and mailed to the installer.

How much does the course cost?

Each course (SSR or IMP) is \$300 for the first person, \$300 for the second person and \$150 for each applicant attending per training class event date residing from the same company.

How long does a certification for a product last?

The certification will expire five (5) years after issuance. After five (5) years, assuming there are no major product changes, the certificate may be renewed for an additional five (5) year period for a \$50.00 fee per certificate, subject to the original terms. Certified Installers are responsible for maintaining these certifications via company updates and renewals.

The Installer and the company shall:

- Ensure the installer is present on each job site to supervise the entire installation of Cornerstone Building Brands products.
- Utilize only those methods and procedures demonstrated by Cornerstone Building Brands at its training seminar.
- Maintain Worker's Compensation Insurance.
- Maintain General Liability coverage in the minimum amount of \$250,000 for each loss, submitted annually.
- Have no claims pending or asserted for negligent or defective workmanship of the respective certified Cornerstone Building Brands product(s).
- Not file for protection from creditors under any state insolvency or debtor relief statutes or under the United States Bankruptcy Code.

What benefits can the erector derive from product certification?

Cornerstone Building Brands is seeing more and more architectural specifications requiring the installer to be certified by the manufacturer. Often times the architect requires a list from Cornerstone Building Brands for certified erectors within the vicinity of the job site. Cornerstone Building Brands can only send certified installers to the architects. Also, each manufacturer's roof system is slightly different. Training to ensure a properly installed roof is well worth the time invested for certification.

How do I enroll?

Complete application for authorized installer certification program and submit with payment and required supportive documentation. Reference online certification checklist for details. Attendees are responsible for own travel/lodging expenses. Lunch to be provided during class.

What if I don't meet all of the requirements to become a Certified Installer?

You can still attend class for educational reasons to learn the products. On your application, note that you wish to audit the class only. A \$75.00 registration fee is required, which can be applied toward future certification.

What if the Installer switches companies?

The new company must fill out a transfer application and meet the listed requirements. There will be \$150.00 transfer charge.

Can a certification be revoked?

Yes. If a certified installer demonstrates an inability to properly install the roof system, refuses to make repairs requested by Cornerstone Building Brands pursuant to the issuance of a weathertightness warranty, or does not meet the terms of the program, Cornerstone Building Brands may revoke the installer's certification.

Is a Certified Installer a representative of Cornerstone Building Brands?

No. An installer certificate identifies that an individual has completed the Cornerstone Building Brands certified installer training course but does not serve as a recommendation or endorsement of the installer's continued quality of work. The certified installer and their company are independent of Cornerstone Building Brands and are not Cornerstone Building Brands agents, employees, contractors, or representatives.



INSTALLER CERTIFICATION PROGRAM

CERTIFICATION HIGHLIGHTS

- Strict qualifications
- Training, including tests
- A program of substance

PRODUCTS AVAILABLE FOR CERTIFICATION

- BattenLok® HS/SuperLok®
- Ultra-Dek®/Double-Lok®
- Craftsman™ HB/LokSeam®
- CFR - Insulated Metal Roof Panel



877.713.6224
mbci.com



800.777.9378
metallic.com



877.585.9969
metlspan.com



800.387.5335
robertsonbuildings.com



800.474.2326
cecobuildings.com



800.879.7827
starbuildings.com

To learn more, visit Cornerstone-BB.com

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