

# Installer Certification Program Application

**STANDING SEAM ROOF SYSTEMS TRAINING**

APPLICANT'S FULL NAME: \_\_\_\_\_ CLASS DATE/LOCATION: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

EMAIL ADDRESS (OPTIONAL): \_\_\_\_\_

**EMPLOYER OR SPONSOR COMPANY INFORMATION:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

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®;  
BattenLok HS®; 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 five (5) 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 Resume 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 HARMLESS FROM ANY LIABILITIES, CLAIMS, OR DEMANDS (INCLUDING THE COSTS, EXPENSES AND ATTORNEYS' 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 supply proof of GL/WC Insurance nor a Metal Roofing Project Resume.**

**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 in order to confirm seat availability when registering. **(281-847-8008 or [installertraining@cornerstone-bb.com](mailto:installertraining@cornerstone-bb.com))**

Course fees are \$500 for the applicant.

Course fees pay strictly 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 notices received 3 business days prior to class start day will be eligible for a full refund or reschedule to alternate date without additional fee. Cancellations inside 3 business dates are subject to a minimum fee of \$50 per individual.*

**Please call to check availability. Class size is limited to the first (25) 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 :** \$ \_\_\_\_\_