



Notice of Upcoming AAADM Training Sept 19-20, 2019

Location: NABCO Northeast 1556 Barnum Ave. **City:** Bridgeport **State/Province:** CT
Phone: 844-869-3667 **Contact:** Michael Buckley
Email: MBuckley@NABCOEntrances.com **Phone:** 877-622-2694 ext 5712

Dates: AAADM Certification Inspector Training:

AAADM (American Association of Automatic Door Manufacturers) is a trade association of automatic door manufacturers dedicated to the promotion of safety throughout the automatic door industry. During the AAADM certification program qualified technicians will be trained to conduct inspections of automatic door installations based on the requirements of ANSI/BHMA A156.10 and A156.19. This inspection process is an important part of the installation service to your customers. Many national accounts require AAADM inspections of the completed installation.

To attend the above course, perform the following:

- Step 1:** Download and complete the "Application for Certification as an AAADM Inspector" and "License Agreement". These documents are found here:
<https://www.nabcoentrances.com/aaadm-agreements/>
A copy is also included at the end of this announcement.
- Step 2:** Have your employer sign the "License Agreement"
- Step 3:** There is a \$250.00 USD fee for the AAADM certification course. This amount **MUST** be paid in U.S. funds **PRIOR** to taking the course. There are two ways to pay:
PayPal: Payment can be made to AAADM directly by going online to PayPal where you can pay by credit card.
Here's the PayPal link: <http://aaadm.com/paypal/certification.htm>
If there is a "field" titled "Instructions to seller" - enter:
"date of the class/NABCO/your name". This will help AAADM to identify the payments when they come through from PayPal.
- Check:** Payment by check only (credit card not available) can be presented to the instructor at the start of the course. Check must be made payable to "AAADM". Check **MUST** be in American funds. NABCO will forward the registration forms and check to AAADM after the class.
- Step 4:** Scan and email a copy of the completed applications along with your proof of payment to the contact listed above. Ensure you sign and complete all areas of the forms.
- Step 5:** Your application will be evaluated and you will be notified if you do not qualify for certification. If you do not qualify for certification you may still Audit the class.
Download the Audit application here:
<https://www.nabcoentrances.com/application-to-audit-aaadm-course/>
- Step 6:** Make a copy of these documents for your records.
- Step 7:** You **MUST** bring the original signed forms along with a check or a screenshot of your PayPal receipt and give them to the instructor at the start of the class.

Continued on next page...

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General Notes:

- a) You are responsible for accommodations, meals and transportation to and from class.
- b) Dress code - casual, jeans acceptable.
- c) Duration of course is approximately 1-1/2 days.
- d) Make sure you bring the original fully completed and signed AAADM documents and proof of payment with you to class. You will not be eligible to attend the class without these documents.
- e) Breaks will occur at the following times:
Morning Break 10:00 - 10:15, Lunch Break 12:00 - 1:00, Afternoon Break 3:00 - 3:15
- f) The AAADM Inspector Application and License Agreement must be completed and a copy emailed to the contact named on page 1 at least three weeks PRIOR to the start of the course.
- g) Ensure your employer also signs the License agreement on the last page under "Company Officer"

We look forward to meeting you in class.

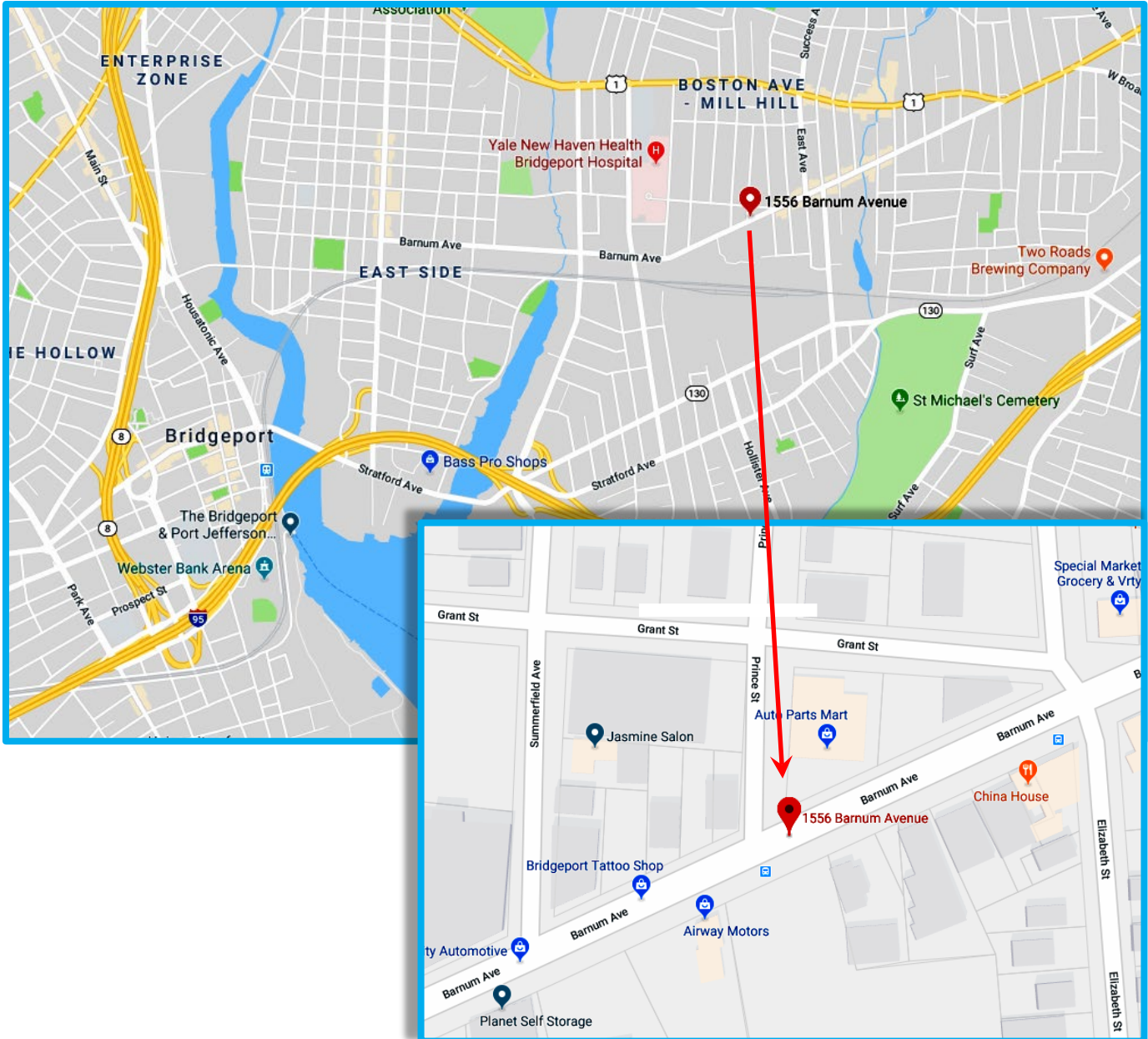
NABCO Entrances reserves the right to cancel a course due to insufficient enrollment or other events beyond our control. In the event of cancellation, we will notify you as soon as possible.

DIRECTIONS & INFORMATION

All attendees are responsible for their own hotel arrangements, meals and transportation.

Address to Training Location is: NABCO Entrances, Inc. - 1556 Barnum Ave, Bridgeport CT

NABCO GPS coordinates:: 41.187956, -73.160483



APPLICATION FOR CERTIFICATION AS AN AAADM INSPECTOR

PLEASE PRINT LEGIBLY AND COMPLETE ALL SECTIONS.

Name of Individual Applicant: _____
 E-mail Address: _____
 Home Address: [Street Address, not P. O. Box] _____
 City, State, and Postal Code: Zip _____
 Applicant's Employer Name: _____
 Business Address: [Street Address, not P. O. Box] _____
 City, State, and Postal Code _____
 Telephone Number: _____

SEND DIPLOMA AND ID CARD TO HOME ADDRESS BUSINESS ADDRESS (CHECK ONLY ONE.)

Applicant Occupation: Service Sales Install Service/Install Other

How long has applicant worked in the automatic pedestrian door industry immediately preceding date of application?: _____ In what capacity? _____

Applicant Has Taken the Factory Training Course Given by the Following AAADM Member: (*name of company and dates of factory course*): _____

Date and Location of AAADM Inspector Training Course

Date of Class	AAADM Member Company Providing Training	City/State

Conditions for Certification:

1. As a prerequisite to taking the AAADM Certified Inspector Training Program, a candidate must be an individual who has a) worked in the automatic pedestrian door industry for 6 months immediately preceding the application for an AAADM training course, or b) worked in the automatic pedestrian door industry for at least 90 days immediately preceding the application for an AAADM training course and has taken the factory training course of an AAADM member. An individual who has worked in the automatic pedestrian door industry is one who is employed by a company in the industry that sells, services or installs automatic pedestrian doors as its primary business.
2. The individual candidate must complete and sign an application for the training program and return it to the AAADM Certified Instructor prior to the class, along with (a) a check for the course fee, and (b) a License Agreement signed by the candidate and his/her employer. The trainer will review the application for compliance with the prerequisites and will coordinate scheduling of training sessions with the AAADM members giving courses.
3. If a candidate appears not to meet the qualifications, AAADM headquarters will notify the candidate of this fact, and return the course fee to the candidate. The candidate will have the opportunity to give further information regarding his/her qualifications, and if the matter is disputed, it shall be referred to the AAADM Certification Committee for further handling.

Applicant Name: _____ **Applicant Signature:** _____ **Date:** _____

AAADM Member Coordinator Name: _____ **Signature:** _____

[PLEASE PRINT]

Along with this application, applicant must submit a completed License Agreement signed by the applicant and his/her employer and a check payable to AAADM for the training course fee of **\$250.00** OR. If you are paying by credit card please provide the card holder name below and click on link that follows:

Card Holder Name: _____ <http://www.aaadm.com/paypal/certification.htm>

Do not provide your credit card information to the association office. All credit card payments must be made online through PayPal. You will receive a receipt for your payment via e-mail from PayPal.

LICENSE AGREEMENT

Company: _____

Individual: _____

This License Agreement is entered into this ____ day of _____, 20____, by and between the American Association of Automatic Door Manufacturers ("AAADM"), and the above-named Company and Individual.

RECITALS:

- A. AAADM has established a training and certification program for inspectors of automatic pedestrian doors.
- B. The Individual has applied for certification as an AAADM certified inspector, and has or will be taking the AAADM certification training program.
- C. When the Individual successfully completes the AAADM training program, the Individual and Company wish to be able to use the AAADM name and logo.

NOW THEREFORE, in consideration of these mutual agreements, the parties agree as follows:

1. Conditions for Inspector Certification. The Company and Individual represent and warrant that the Individual has:
 - i. worked in the automatic pedestrian door industry for 6 months immediately preceding the application for an AAADM training course, or
 - ii. worked in the automatic pedestrian door industry for at least 90 days immediately preceding the application for an AAADM training course and has taken the factory training course of an AAADM member.

An individual who has worked in the automatic pedestrian door industry is one who is employed by a company in the industry that sells, services or installs automatic pedestrian doors as its primary business.
2. Certificates. If and when an Individual successfully completes the AAADM training course, including attending all training sessions and passing all examinations, AAADM will issue that Individual a certificate of successful course completion ("Inspector Certificate"), and will issue the Company a certificate that the Company has an AAADM certified inspector on staff ("Company Certificate").
3. Use of AAADM Name and Logo by Individual. When an Individual receives his/her Inspector Certificate, that Individual shall be licensed and permitted to do the following, as long as his/her Certificate remains in force and he/she complies with all of the provisions of this Agreement:
 - a. display his/her Inspector Certificate and Inspector Identification Card issued by AAADM;

- b. state that he/she is an AAADM Certified Inspector for automatic pedestrian doors;
- c. use and reproduce the AAADM Inspection Forms for use only on inspections conducted by him/her in compliance with the procedures set forth in the AAADM training course;
- d. use the AAADM name and logo, in the form and manner from time to time approved by AAADM, solely to advertise that he/she is an AAADM certified inspector.

Each Inspector Certificate shall expire one year after being issued or one year after any revision to the ANSI/BHMA A156.10, A156.19, or A156.38 standards, based on the nature of the change and at the discretion of AAADM. In the event that the ANSI Standard is revised, the Individual shall retake and pass a new examination (and training course, if required) within one year after the effective date of the ANSI revision. If this is not done, the Inspector Certificate will expire and this Agreement shall terminate for such Individual.

4. Use of AAADM Name and Logo by Company. When the Company receives its Company Certificate, the Company shall be licensed and permitted to do the following, as long as its Company Certificate remains in force and the Company complies with all of the provisions of this Agreement:
 - a. display the Company Certificate,
 - b. advertise that it has an AAADM certified inspector on staff,
 - c. use the AAADM name and logo, in the form and manner from time to time approved by AAADM, solely to advertise that it has an AAADM certified inspector on staff.

If at any time the Company does not employ an AAADM certified inspector, with a current certificate, the Company Certificate and this Agreement shall terminate as to the Company.

5. Conditions. The Company and each Individual must comply with the following:
 - a. Each Individual shall promptly notify AAADM at any time that he or she changes employment.
 - b. The Company and Individual shall certify to AAADM every year that they are in compliance with this Agreement and shall register annually with AAADM. Company and individual certification will expire annually unless registration is completed.
 - c. The certified Individual (or other AAADM certified inspector) shall personally conduct all inspections in which an AAADM Inspection Form is used, and shall not permit any non-certified person to use, complete or sign such forms.
 - d. The Company shall keep a record of all installations inspected by its AAADM certified inspector.
 - e. The Company shall have an ongoing program for the performance of regular AAADM inspections.
6. Limitations. Neither Individual nor Company shall obtain any rights in the AAADM name and logo, and shall not use them except as expressly authorized in this Agreement. Without limitation, neither Company nor Individual shall represent or imply that he, she or it represents, is affiliated with, or is approved or endorsed by AAADM, or that any inspection or service performed by it, him or her is performed, endorsed or approved by AAADM. From time to time, at the request of AAADM,

Company and Individual shall provide AAADM with copies of all promotional and other material using the AAADM name and/or logo for its review. This Agreement and the Certificates are not assignable by Company or Individual. This Agreement will be governed by Ohio law, and the parties consent to jurisdiction and venue in any court in Cleveland, Ohio.

7. Termination. In the event that there is any breach of this Agreement, AAADM may terminate this Agreement. This Agreement will also automatically terminate under certain circumstances as provided in paragraphs 3, 4, and 5. On termination, the Individual and/or the Company (as the case may be) will immediately cease all usage of the AAADM name and logo, will destroy all materials using the AAADM name or logo, and will certify to AAADM that it has done so.
8. Indemnity. The Company and Individual indemnify and hold AAADM harmless from all claims, losses, costs and expenses arising out of or relating to the inspector training and certification program, the use of any information or materials obtained from AAADM (including but not limited to any errors or omissions), and all operations of the Individual and the Company, including but not limited to any installation, service, or inspection of doors.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the above date.

AMERICAN ASSOCIATION OF AUTOMATIC
DOOR MANUFACTURERS

R. Christopher Johnson, Executive Director

Company Name

Signature of Company Officer

Signature of Individual (Inspector)