INSULATION ENERGY APPRAISAL PROGRAM (IEAP)  
VIRTUAL COURSE REGISTRATION FORM  
April 14–15, 2021

Name _____________________________________________________________ Company _____________________________________

Address for Course Materials Delivery _________________________________________________________________________________

City__________________________ State ___________________ Zip________________________________________________________

Phone ________________________ Email_____________________________________________________________________________

Supervisor _______________________________________________________________________________________________________

☐ NIA Member ☐ Nonmember    How did you first hear of this program? ________________________________________________

Company Type/Affiliation  
Please check the company affiliation that best describes the organization you work for:

☐ Engineering/End-User/Owner Firm  ☐ Consultant  ☐ Distributor  ☐ Manufacturer  
☐ Fabricator  ☐ Laminator  ☐ Contractor  ☐ Other: ________________

If you are a contractor, please specify:

☐ Merit/Open Shop Contractor  ☐ Union/Signatory Contractor  ☐ Would you like to receive a FREE subscription to Insulation Outlook magazine?

PRE-QUALIFICATION FOR THE PROGRAM

The Insulation Energy Appraisal Program is developed for individuals who have good communication skills as well as the following:

▪ Experience in the commercial and/or industrial construction, process, and maintenance industry or related fields;
▪ Ability to read construction drawings and relate them to insulation specifications;
▪ Understanding of the principles and fundamentals of insulation and insulation systems;
▪ Ability to recognize potential basic safety concerns during facility visits and insulation system inspections;
▪ Ability to recognize the different types of insulation products and their basic limitations and proper uses;
▪ Mathematical proficiency; and
▪ Computer literacy, including experience working with Microsoft Excel®.

COMPUTER REQUIREMENTS FOR THE PROGRAM AND EXAM

A computer (PC or Chromebook, but no Macs) with a recent operating system (less than 3–4 years old) that has either Chrome or Firefox, has Microsoft Excel installed, a consistent Internet connection capable of uploading files larger than 3 Mbps, and 10 MB of available space. A web camera and microphone are required for course participation, but this is standard on most laptops.

If for some reason a student is not able to complete the online exam, the student will be allowed to take the exam at the Prov Testing Site (visit https://tinyurl.com/y7objh2g for locations) of their choice within 3 months after the course. NIA encourages students to take the online exam.

This course utilizes Microsoft Excel and students are expected to understand the basics of Excel. Instruction for using Excel is not provided in this course.
PROGRAM REGISTRATION FEE
Based on your NIA membership status, please select one of the following registration fees and enclose payment. Please Note: IEAP Class size is limited. Paid registrations are taken on first-come, first-served basis.

<table>
<thead>
<tr>
<th>NIA Member</th>
<th>Discounted Check Rate</th>
<th>Standard Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$995</td>
<td>$1,025</td>
</tr>
<tr>
<td>Nonmember</td>
<td>$1,395</td>
<td>$1,440</td>
</tr>
</tbody>
</table>

PAYMENT
Payment Method: □ Check □ AMEX □ MC □ VISA Card Number ____________________________ Exp. _____/_____ CVV: _______

Billing Address ________________________________________________________________
Signature _____________________________________________Date_________________________

NIA reserves the right to cancel the class if the number of applicants is fewer than the minimum number required to conduct the class. Paid registrations canceled in writing at least 30 calendar days in advance of a class will receive a full refund, less a $100 service fee. Paid registrations canceled in writing 29 to 14 days before a class will receive a refund of 50% of the registration fee. No refund or credit will be issued on cancellation requests received less than 14 days before a class begins. Transfers within 6 months of the original course date are permitted with a $50 fee. Transfers may not be made less than 10 business days before a class begins. Transfer request must be submitted in writing. All cancellation and transfer fees are subject to change at any time. Applicable refunds will be issued after the stated course dates and, if applicable, after course materials are returned. Attendees who have successfully passed this Insulation Energy Appraisal Program, and their sponsoring employer—provided said employer is a NIA member—shall be listed on the NIA website and other NIA members-only lists. Nonmembers acknowledge that they will not be listed on the NIA website or other NIA member lists. NIA members hereby permit listing on the NIA website and in any other NIA list that concerns the Insulation Energy Appraisal Program.

NIA will send course materials to address provided on the registration form. NIA is not responsible for reshipping of materials if the address provided is not accurate.

The National Insulation Association (NIA) holds the copyright for the name, logo, and the training course content and materials. Pages, photos, or slides may not be reproduced, photocopied, or reprinted in any way without the written permission of NIA. If a student cancels the course after the student materials are shipped, the student will be responsible for sending NIA the unopened course materials and the shipping cost to return the materials to NIA within 10 days of the cancellation notice. If the course materials have been opened an additional fee of $150 will apply.

NIA sponsors the Insulation Energy Appraisal Program and certification as a service to the commercial and industrial insulation industry. NIA is not responsible for certified insulation energy appraisers’ performance of insulation energy appraisals, the appraisal results, and/or any subsequent use or performance of any insulation system. Attendees of the Insulation Energy Appraisal Program and their sponsoring employer(s) acknowledge that any use of the knowledge and/or techniques gained through the program is at their own risk and agree to hold NIA harmless from any liabilities (including attorney’s fees) relating to or arising from, directly or indirectly, the use of the knowledge and/or techniques gained through the Insulation Energy Appraisal Program or attendee’s performance, actions, or omissions. To the extent it would otherwise prohibit the sponsoring employer’s indemnity, sponsoring employer hereby waives its immunity, if any, as a complying employer under workers’ compensation laws.

The Participant, recognizing that the NIA may audio and/or video record the course which the Participant attends and being aware of this expressly gives NIA permission to use Participant’s name and any photo and/or video in which Participant appears, and any quotes from Participant, to present future virtual training programs of the Insulation Energy Appraisal Program and/or to promote the course without further compensation or permission, except where prohibited by law. Further, the participant (i) understands that photos, video, and/or quotes may be made available to print, video, Internet, and other media, (ii) understands that photos and/or video may be captioned and that the caption may include, when appropriate, Participant’s first and last name, and (iv) expressly releases, discharges, indemnifies, and agrees to save harmless the Released Parties from and against any Claims arising, directly or indirectly, from the publication or use of such photos, video, quotes, or Participant’s likeness, including, without limitation, any claims for invasion of privacy or right of publicity, or loss or liability resulting there from.

Signature of Attendee ___________________________________________________________
Date_________________________
Signature of Sponsoring Employer _______________________________________________
Date_________________________
Company Name ________________________________________________________________