



The path to a more prosperous future

Date: **December 5-6, 2011**
 Time: **8:00 am—5:00 pm (both days)**

Location:
Landscape Ontario Horticultural Trades Assoc.
7856 Fifth Line, South
Milton, ON L9T 2X8 Canada
 Tel: **905-875-1805**

Sponsor: **ICPI Ontario Chapter and
 Landscape Ontario**

10 Reasons for ICPI Concrete Paver Installer Training

1. **Meet industry guidelines**-Learn how to meet or exceed industry established guidelines for paver installers.
2. **Reduce costs**-What you learn will help you reduce or eliminate costly call backs.
3. **National promotion**-ICPI promotes paver installers in its literature, website and videos.
4. **Supplier promotion**-Many ICPI manufacturer members promote the program to the general public.
5. **Meet customer expectations**-Today's consumers are more sophisticated and demanding. They expect trades people, including interlocking pavement installers, to meet certain criteria.
6. **Meet designer/specifier expectations**-Design professionals specify installation by ICPI Certified Concrete Paver Installers.
7. **Benefit your bottom line**-Professional instructors will show you how to increase your bottom line through greater efficiency.
8. **Evaluation process**-ICPI developed guidelines will show you how to increase your bottom line through greater efficiency.
9. **Dispute resolution**-Adherence to ICPI guidelines means you have the weight of the industry on your side in the event of a dispute.
10. **Justify your price** Being able to demonstrate to your customers that you are installing interlocking concrete pavements consistent with industry developed guidelines can help you support your pricing and explain why it might be higher than others not following those guidelines.

About the Program

The two-day classroom course is designed to enhance the knowledge of individuals involved in the construction of interlocking concrete pavements. The registration fee also includes an exam. The following topics are addressed in the curriculum:

- Material and labor estimating
- Job planning and layout
- Soil classification and compaction
- Soil compaction
- Bedding and joint sand
- Paver selection and installation
- Use of labor-saving specialty tools
- Edge restraints
- Base material selection and compaction
- Contract basics
- Safety
- Maintenance and Management
- Specialty Applications
- Estimating and job costing

Why Should You Attend?

Knowledge-Industry professionals share knowledge of industry guidelines, practices and advances applicable to the construction of interlocking concrete pavers.

Recognition-Participants will receive a Record of Completion upon successful completion of the course and exam.

Certification-Participants interested in certification can submit their installation experience to ICPI, and once verified, will receive an ICPI Certified Installer certification document.

Promotion-Paver installer program training can be a powerful marketing tool for your business by further establishing your credibility as a knowledgeable installer, contractor or industry professional.

On-going support-ICPI reinforces your knowledge by making available technical literature, guide specifications, marketing support, website listings, press releases and advanced level certificate programs.

Who should attend?

The ICPI Concrete Paver Installer Course has been designed for all companies and individuals involved in the residential and commercial installation of interlocking concrete pavements, including:

- Company owners and principals
- Job superintendents
- Forepersons and supervisors
- Crew leaders
- Crew members (with a minimum of one year of installation experience)

Why apply for certification?

The ICPI Concrete Paver Installer Course imparts the necessary knowledge and industry guidelines required to build pavements using concrete pavers. Participants who pass the exam and meet the minimum installation experience requirements can apply and receive an ICPI Certified Installer certification. Having an ICPI certification demonstrates that you meet the criteria established by the industry as a true "Certified Installer".



Please note: Participants who earn an ICPI Concrete Paver Installer Certification will be required to complete 8 hours of Continuing Education during each two year certification term.

Registration Form—ICPI Concrete Paver Installer Course



Location: **Milton, ON**

Date: **Dec. 5-6, 2011**

Sponsor: **ICPI Ontario Chapter & Landscape Ontario**

Name (as it will appear on Record of Completion)

Title/Position

Company

Mailing Address

City State/Province Zip/Postal Code

Phone Fax

EMAIL (REQUIRED)

Registration confirmations are sent automatically via email. Forms submitted without an email address will not receive a confirmation email or other certification information.

Please choose one of the following:

- I am applying for Concrete Paver Installer Certification (if so, please also submit an Application for Certification)
- I do not meet the minimum installation experience requirements at this time. Please send me a Record of Completion.
- I am not an installer and will not be applying for certification, I only need a Record of Completion.

Student Manual Preference: English Spanish

Membership:

Does your company have an ICPI membership? Yes No

(If you are unsure of your company's membership status, please contact ICPI before submitting payment)

Registration Fee: (Includes a student manual and exam)

US \$250 ICPI Members US \$350 Non-Members

US \$315 Landscape Ontario Members

Landscape Ontario Member Promo Code _____
(This code is **REQUIRED** to receive the discounted price)

Payment Method: Full payment must be submitted before ICPI can process registration, and before exam results will be released.

Check (made payable to ICPI in US funds)

Visa MasterCard Amex

Card Number

Exp. Date

Name on card

Signature

Billing Address for Credit Card (if different from above)

Interlocking Concrete Pavement Magazine

Enrollment in this program entitles you to a complimentary subscription to the Interlocking Concrete Pavement Magazine, the industry exclusive trade magazine. Please indicate below if you would like to receive this free publication.

Yes No

If you require special assistance, please submit a written description of your needs.

What is your primary business? (check one)

- Manufacturer/Distributor
- Contractor
- Design Professional
- Supplier to the industry
- Allied to the field (gov't, academia, associations)
- Other, please specify: _____

What is your primary job function? (check one)

- Executive/Administrator
- Supervisor
- Design Specialist
- Crew
- Other, please specify: _____

Disclaimer and Understanding

The Interlocking Concrete Pavement Institute ("ICPI") Concrete Paver Installer Programs are intended to communicate industry guidelines to paver installers on estimating, planning and executing residential and commercial projects and to educate individuals in applicable construction and general business practices.

ICPI recognizes only that a Record of Completion awarded to a participant conveys that the participant has completed the required course of instruction and earned a passing grade on the examination administered by ICPI at the conclusion of the course. For a participant obtaining ICPI Concrete Paver Installer certification or designation status, ICPI recognizes only that the certificate holder has earned a Record of Completion and has also met the minimum amount of installation experience required by ICPI. ICPI exercises no control or direction over certified concrete paver installers and does not in any manner endorse, guarantee, or certify the performance or quality of services rendered or products used. **ICPI further disclaims any and all liability for injuries or damages to persons or property or for monetary damages arising out of or resulting from the failure of performance of services rendered or products used by an installer holding an ICPI certification or designation.**

Cancellation Policy

Registrants who provide written notice of cancellation at least seven days in advance of the course start date shall receive a refund less a \$75 administrative fee. No refunds will be made for not attending or if notice of cancellation is received seven (7) days or less of the meeting starting date except in cases where participants cannot attend due to inclement weather. In such cases, the Executive Director may waive the seven (7) day notice requirement at his/her discretion. Substitutions shall be permitted from the same company at anytime prior to the meeting start date without penalty. For registrants wanting to transfer to an alternate program, a \$25 administrative fee shall apply. Credit balances must be used within a one-year period for future programs. ICPI is not responsible for expenses incurred due to cancellation of program.

I have read and agree to the Disclaimer and Cancellation Policy:

Signature

Date

To register, go to:

<http://www.icpi.org/milton>

Alternatively, you may fax or mail this form to ICPI.

Fax: (703) 657-6901 (credit card payment required)

Phone: (703) 657-6900 Email: icpi@icpi.org

Mail: ICPI, 13921 Park Center Rd., Su. 270, Herndon, VA 20171

Study guide available online—go to <http://www.icpi.org/studyicpi>

**Application for Certification/
Experience Record**

Concrete Paver Installer Certification



By submitting this form you are applying for ICPI Concrete Paver Installer Certification, and are verifying that you have completed the following steps:

- Taken the ICPI Concrete Paver Installer Course (or 14 hours of other ICPI-approved, equivalent education)
- Earned a passing grade on the exam

Once your installation experience has been verified, you will receive your certification document from ICPI. The certification will be valid for two years. More information on this process will be sent to you with your certification document.

By signing below, you are verifying the following:

1. That the information on all pages of this form is accurate.
2. That you are aware that 8 credits of continuing education must be earned, prior to your expiration date, within each two-year certification term.
3. That you understand that your certification records might be randomly audited to verify installation experience and continuing education. Those that cannot provide documented evidence of their installation experience or continuing education are subject to suspension and possible revocation of certification.

Applicant's Signature (required)

Date

Applicant Information: (please list the contact information of the person applying for ICPI certification)	
Name	Company
Phone	Email

Instructions for Completing Page Two

Installation Experience Requirements:

minimum of 5 projects
and a
minimum of 10,000 sq. ft.

For example:

- 2 projects totaling 20,000 sq ft does not meet the requirements
- 9 projects totaling 8,000 sq ft does not meet the requirements
- 5 or more projects totaling 10,000 sq ft or more does meet requirements

- Installation experience can be taken from any period of time that a person has been installing. Installers can go back as many years as needed in order to fulfill the requirements.
- Installation experience refers to onsite participation in the installation of concrete pavers. Do not include any projects on which work has not yet begun, or for which you were not an on-site participant in the installation.
- Please note that your installation experience needs to be submitted only once. You will not be required to submit this application again.
- The Record of Completion received for passing the Concrete Paver Installer course does not expire, so if you do not currently meet the minimum installation experience requirements, you can wait until you do meet them, and submit your application at that time.
- If you do not have contact information readily available for a project, you may leave the reference contact information column blank. Please note: if you are audited, you must supply contact information for a reference for each project listed on this form.

Installation Experience

At least 5 projects totaling 10,000 sq. ft. are required

You may copy this page for more space .

Project Title or Type of Project	Location (city, state)	Completion Date (YYYY-MM-DD)	Area (sq. ft.)	Application	Market Segment	Reference Contact Information (this will be required if you are audited)
1				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
2				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
3				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
4				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
5				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____
				<input type="checkbox"/> ICP* <input type="checkbox"/> PICP** <input type="checkbox"/> Bitumen Set <input type="checkbox"/> Pedestal <input type="checkbox"/> Mechanical <input type="checkbox"/> _____	<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Municipal <input type="checkbox"/> Residential	First Name _____ Last Name _____ Phone _____

*ICP – Interlocking Concrete Pavement
 **PICP – Permeable Interlocking Concrete Pavement

TOTAL SQ. FT. : _____
 (must equal 10,000 sq. ft. or more)

Fax or mail all pages of this form to ICPI: Fax: (703) 657-6901
 Mail: ICPI, 13921 Park Center Rd., Ste. 270, Herndon, VA 20171