



Welcome to the 12th Edition of the InstallationMasters™ Tool Belt Newsletter

Do you talk to your customers about caring for their windows?

Proper care and maintenance are important to the performance of fenestration products. Most manufacturers will provide specific instructions for cleaning and maintenance of their products.

Did you know that AAMA has brochures designed just for the homeowner?

Several informative brochures such as *Caring for Your Windows, Doors and Skylights* and *Keeping the Promise of Safety* are available for download at http://www.aamanet.org/general/3/116/informational-resources#Care_and_Maintenance.

They have information covering tips on caring for your products, product certification, green building, safety and more.



Program Administrator



Upcoming Events

The AAMA 78th Annual Conference is being held February 15-18, 2015 in Fort Lauderdale, Florida. The AAMA Southeast Region Winter Meeting is being held on February 18-19, 2015 in Ft. Lauderdale, FL. Both registrations are now open. More information is available at <http://www.aamanet.org/events/1/11/events>.

An InstallationMasters™ Instructor Training Course will be held at the Intertek/Architectural Testing, York, PA location on January 12-16, 2015. We are excited about welcoming some new talent to our pool of Accredited Trainers!

Installer Re-Certification is available on-line!

You have two options to complete your re-certification: on-line testing or mail-in testing. To become re-certified for a period of four (4) years, a Re-Certification Test must be taken. The re-certification test will be self-study and is an open-book exam. An InstallationMasters™ Training Manual may be purchased if you are unable to locate the manual you had received at the class.

The re-certification fee is \$150. Online payment is credit card only. The mail-in registration can also be paid by check made payable to Architectural Testing, Inc. More information on recertification can be found on the webpage at www.installationmastersusa.com/installerrecertification.html.

Don't let your certification lapse! If you are within three months of your certification expiration date, please contact our office at (717) 764-7700 x3944.

If you have recently become re-certified you may have noticed that we have added some new information to the certificate and ID badge. There is now an area to show how long you have been certified. When you complete your Re-Certification or if you are new to the Program you will see that "Certified since:" is now included on the certificate and ID badge. Your years of continuous certification will be indicated in that space.

InstallationMasters™ Certified Installers are listed on the website

Since you are an InstallationMasters™ Certified Installer, Architectural Testing, Inc. will help you announce your certification and promote your business on our website by posting your name on the list of certified installers found at www.installationmastersusa.com. Please review your personal information for accuracy. If there are any changes or corrections you may e-mail your changes to installationmasters@archtest.com, call us at (717) 764-7700 or simply fax it to the attention of InstallationMasters™ Program Administrator at (717) 764-4129. If you do not wish to be listed on the website, you may opt-out by contacting our office and we will remove your information from the listing.

Attention All Installers:

Check your ID Badge

- ◆ Has your information changed?
- ◆ Is your certification going to expire?
- ◆ Have you received your recertification notice?

Please keep us updated of any changes to your contact or company information.

Contact

Program Manager:

Sue Deller

sdeller@archtest.com

or call 717-764-7700 x3944