

# Viessmann Academy:

## 2012 Canadian Seminar Registration

- Schedules:** Open registration seminars are published for both the Waterloo and the Langley Campus' twice a year at <http://www.viessmann.ca/en/academy.html>. These will guide you in selecting the date for the desired seminar. Our Reps may also host custom seminars at the Academy.
- How to Register:** Available online and through your local sales representative is a registration form for all the posted open schedule seminars. Fill in the registration form and email or fax it to your local Viessmann Sales Representative. All seminar registration requests are coordinated by your local rep. Sending the form directly to the Academy directly may delay the registration procedure. **Partner Points Program members will have priority in filling available seminar spots.** For more information on the Partner Program visit <http://www.vitoteam.com/reward/index2.php>
- How do I find my Rep:** Contact information for your local Viessmann sales Representative is available on the website at [http://www.viessmann.ca/en/service/kontakt/Sales\\_Network.html](http://www.viessmann.ca/en/service/kontakt/Sales_Network.html) or by contacting Viessmann at the numbers below.
- Registration confirmation:** You will receive confirmation from the local Academy campus when you are registered.
- Time and place:** All seminars take place at the Viessmann Canadian Head Office located in Waterloo, Ontario or at Viessmann BC Sales Center located in Langley, BC.  
All Viessmann Academy seminars are free of charge. Lunch, refreshments, seminar binder, and notepads are provided.
- Long distance travelers:** Overnight stays at the Comfort Inn in Waterloo or the Sandman Inn in Langley are available.  
For long distance travelers Viessmann may cover a portion the costs of hotel accommodations. *Any additional hotel and meal costs are the responsibility of the participant.*  
**Viessmann Waterloo** can be conveniently accessed from Toronto (YYZ), Hamilton (THM) and Waterloo (YFK) airports.  
**Viessmann Langley** can be conveniently accessed from both Vancouver (YVR) and Abbotsford (YXX) airports.  
Participants are responsible for their own air and ground travel arrangements. A portion of air fare costs will be reimbursed based on the current Academy reimbursement policy.  
**Please wait for your registration confirmation before making travel arrangements.**
- What's left:** **You should be at the Academy location 15 minutes before the seminar start time. Come ready to learn.**