

**NABCEP<sup>®</sup>**

Raising Standards. Promoting Confidence.

NORTH AMERICAN BOARD OF CERTIFIED ENERGY  
PRACTITIONERS, INC.

# NABCEP TRADEMARKS AND MARK USE POLICIES

PVIP  
SHI  
PVTS  
PVSI  
SHSI  
PVIS  
PVDS  
PVCMS  
PVA  
SHA  
SWA

**NABCEP Accredited Company**  
**NABCEP Registered Provider**  
**NABCEP Sponsor**

56 Clifton Country Road, Suite 202, Clifton Park, NY 12065

NABCEP v.2018.1

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## I. NABCEP TRADEMARK USE POLICY

### A. Policy Purpose.

This Policy establishes the rules and requirements for use of all North American Board of Certified Energy Practitioners®, Inc. (NABCEP®) trademarks, including trademarks and service marks.

### B. NABCEP Organizational Trademarks.

#### 1. **Mark Ownership.**

The following organizational trademarks (NABCEP Trademarks) are owned and controlled by NABCEP:

	
<b>North American Board of Certified Energy Practitioners®</b>	<b>NABCEP®</b>

NABCEP retains the sole and exclusive rights to use the NABCEP Trademarks. NABCEP may create and use additional marks, as it deems appropriate.

#### 2. **Prohibited Use of NABCEP Trademarks.**

Individuals, businesses, and other organizations, including NABCEP Certificants and credential holders, are not permitted to use the NABCEP Trademarks. In certain circumstances, NABCEP may permit another organization to use a specific NABCEP Trademark, subject to a NABCEP-approved license agreement. Permission by NABCEP to use a NABCEP Certification Mark (Section II), NABCEP Associate Mark (Section III), NABCEP Registered Provider Mark (Section IV) or NABCEP Company Accreditation Mark (Section V) does not include authorization to use the NABCEP Trademarks.

#### 3. **Policy Violations and Related Matters.**

NABCEP reserves, and may use, any and all remedies available under applicable laws and corporate policies to protect the NABCEP Trademarks. Infringement or other misuse of any NABCEP Trademarks will be challenged.

Following the receipt of information that an unauthorized use of a NABCEP Trademark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable Federal, State, and International laws.

## II. NABCEP PROFESSIONAL CERTIFICATION MARK USE POLICY

### A. Policy Purpose.

NABCEP certification marks and credentials (NABCEP Certification Marks) certify that authorized individuals performing renewable energy services have satisfied applicable certification requirements established by NABCEP. NABCEP Certification Marks represent a standard of excellence in the field of renewable energy.






This Policy has been developed to assist NABCEP Certificants in understanding the rules and requirements for use of the NABCEP Certification Marks, including proper use of the marks in professional and business materials. All NABCEP authorized individuals should review this Policy carefully to ensure that all uses of the appropriate certification mark conform to the Policy requirements.

### B. NABCEP Certification Marks.

#### 1. **Mark Ownership.**

The following NABCEP Certification Marks are owned and controlled by NABCEP:

 <p>NABCEP <b>CERTIFIED</b> PV Installation Professional ®</p>	<p><b>NABCEP Certified PV Installation Professional®</b> <b>NABCEP PVIP™</b></p>
 <p>NABCEP <b>CERTIFIED</b> PV Technical Sales Professional ®</p>	<p><b>NABCEP Certified PV Technical Sales Professional®</b> <b>NABCEP PVTS™</b></p>
 <p>NABCEP <b>CERTIFIED</b> Solar Heating Installer ®</p>	<p><b>NABCEP Certified Solar Heating Installer®</b> <b>NABCEP SHI™</b></p>
 <p>NABCEP <b>CERTIFIED</b> Small Wind Installer ®</p>	<p><b>NABCEP Certified Small Wind Installer™</b> <b>NABCEP SWI™</b></p>

	<p style="text-align: center;"><b>NABCEP Certified PV System Inspector™</b> <b>NABCEP PVSI™</b></p>
	<p style="text-align: center;"><b>NABCEP Certified Solar Heating System Inspector™</b> <b>NABCEP SHSI™</b></p>
	<p style="text-align: center;"><b>NABCEP PV Installer Specialist™</b> <b>NABCEP PVIS™</b></p>
	<p style="text-align: center;"><b>NABCEP PV Design Specialist™</b> <b>NABCEP PVD™S</b></p>
	<p style="text-align: center;"><b>NABCEP PV Commissioning &amp; Maintenance Specialist™</b> <b>NABCEP PVCMS™</b></p>

NABCEP retains all trademark and other ownership rights concerning the NABCEP Certification Marks. NABCEP may create and use additional certification marks, as it deems appropriate.

**2. Authorized Use of NABCEP Certification Marks.**

NABCEP grants limited permission to use specific NABCEP Certification Marks to qualified professionals who satisfy all applicable NABCEP certification requirements. Consistent with applicable law and corporate policies, NABCEP will ensure that the Certification Marks are displayed and otherwise used properly, as such use represents NABCEP certification to the public.

**3. Prohibited Use of NABCEP Certification Marks.**

Permission by NABCEP to use a NABCEP Certification Mark does not include authorization to use any NABCEP Trademarks, which are identified in Section I of this Policy.

#### **4. Persons and Organizations Authorized to Use the Certification Marks**

##### CREDENTIAL HOLDER RESPONSIBILITIES.

Use of the Certification Marks is limited strictly to those individuals who are NABCEP Certificants in good standing. Each NABCEP Certificant is authorized to use only the Certification Mark which represents the appropriate certification and credential.

Each NABCEP Certificant accepts and assumes sole responsibility for understanding and satisfying all applicable organizational and legal requirements related to the use and/or display of the Certification Marks. Among other requirements, each Certificant is responsible for ensuring that the use of any Certification Mark in professional and business-related materials (e.g., business cards, stationery and/or letterhead, email signatures, advertisements, brochures, Internet websites, or signs) is consistent with this Policy, and is not in conflict with applicable laws. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to a Certificant's use or display of a Certification Mark.

#### **5. Non-Assignability and Non-Transferability of the Certification Marks.**

Permission to use the appropriate NABCEP Certification Mark is limited to the NABCEP Certificant and may not be transferred to, assigned to, or otherwise used by, any other individual, organization, business, or entity.

#### **6. Appearance and Proper Use of the Certification Marks.**

Each NABCEP Certificant may use the appropriate NABCEP Certification Mark in professional and business-related materials, consistent with the following rules:



- a. Proper Use. Each individual NABCEP Certificant must use the appropriate Certification Mark only in conjunction with his/her name, and in connection with the services related to the certification. The Certification Marks may not be positioned, displayed, or used in a manner which may lead the public to believe that a company or organization is certified or otherwise endorsed by NABCEP. The proper font for the Certificant's name and/or certification number is "Arial Bold," in a font size such that the text is proportional to, or slightly smaller than, the text in the design mark.
- b. Proper Appearance. The Certification Marks must be associated solely with the certified individual, who is authorized to use the Mark(s). Additionally, a Certification Mark should always be used in its entirety, and must always appear with the appropriate subscript/superscript "®" or "™" trademark symbol.

With respect to other affiliation marks and/or logos, the NABCEP Certification Mark may be located near these other marks or logos, but must remain separate and distinct so as to avoid confusion concerning the source of the certification, and to avoid the appearance that other marks, certifications, credentials, designations, or organizations

are associated with, or endorsed by, NABCEP.

- c. Examples of Proper Use and Appearance. Proper use and appearance of the Certification Marks include, but are not limited to, the following examples.

➤ **Proper Use Examples.**

James Robinson NABCEP Certified PV Installation Professional®	Jane Doe NABCEP Certified Solar Heating Installer®
James Robinson NABCEP Certified PV Installation Professional® Certification #010101-01	Jane Doe NABCEP Certified Solar Heating Installer® #010101-01
James Robinson NABCEP PVIP®	Jane Doe NABCEP PVTSP®
James Robinson NABCEP PVIP® Certification #010101-01	Jane Doe NABCEP PVTSP® #010101-01
 PV Installation Professional ® James Robinson Certification #010101-01	 Small Wind Installer ™ Jane Doe #010101-01

Any questions concerning the proper use of Certification Marks should be submitted to the NABCEP Executive Director.

7. Non-Interference with Use of the Marks by Other Credential Holders.

A NABCEP Certificant may not prohibit, restrict, or otherwise limit the authorized and appropriate use of a NABCEP Certification Mark by another credential holder.

8. Violation Reporting Responsibilities.

Each NABCEP Certificant has the responsibility to report the unauthorized use, misuse, or other violation of this Policy to NABCEP in a timely manner. This reporting responsibility includes any circumstance where the use of a NABCEP Certification Mark is related to an individual or organization that is not a NABCEP Certificant, or where a Certification Mark is used improperly by a NABCEP Certificant.



9. Policy Violations and Related Matters.

NABCEP reserves, and may use, any and all remedies available under applicable laws and corporate policies to protect the NABCEP Certification Marks. Infringement or other misuse of any NABCEP Certification Mark will be challenged. NABCEP Certificants are required to cooperate fully in the review and resolution of such matters.

Following receipt of information that an inappropriate or unauthorized use of a Certification Mark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable laws.

10. Disciplinary Actions Related to Mark Misuse By a Certificant or Applicant.

Following notice and a fair opportunity to respond, a NABCEP Certificant or applicant who acts contrary to the terms of this Policy or applicable law, may be sanctioned under applicable NABCEP policies.

In addition, the NABCEP Executive Director or his/her designee may refer cases of certification mark misuse, infringement, or other similar matters to appropriate agencies and other organizations, or may initiate appropriate legal action.

11. Policy Violation Actions Concerning Third Parties.

Following receipt of information that an inappropriate or unauthorized use of the NABCEP Certification Mark(s) by a third party individual, organization, or company may have occurred, NABCEP will determine if responsive action(s) will be taken consistent with NABCEP policies and applicable laws.

### III. NABCEP CREDENTIAL MARK USE POLICY

#### A. Policy Purpose.




NABCEP Associate marks and credentials and other specialty marks developed by NABCEP (NABCEP Credential Marks) recognize that authorized individuals have satisfied applicable credential requirements established by NABCEP. NABCEP Credential Marks represent a standard of knowledge in the field of renewable energy.

This Policy has been developed to assist NABCEP Credential holders in understanding the rules and requirements for use of the NABCEP Credential Marks, including proper use of the marks in professional and business materials. All NABCEP authorized individuals should review this Policy carefully to ensure that all uses of the marks conform to the Policy requirements.

#### B. NABCEP Credential Marks.

##### 1. **Mark Ownership.**

The following NABCEP Credential Marks are owned and controlled by NABCEP:

 <p>NABCEP <b>ASSOCIATE</b> Photovoltaic ~</p>	<p><b>NABCEP Photovoltaic Associate™</b> <b>NABCEP PV Associate™</b> <b>NABCEP PVA™</b></p>
 <p>NABCEP <b>ASSOCIATE</b> Solar Heating ~</p>	<p><b>NABCEP Solar Heating Installer™</b> <b>NABCEP SHA™</b></p>
 <p>NABCEP <b>ASSOCIATE</b> Small Wind ~</p>	<p><b>NABCEP Small Wind Associate™</b> <b>NABCEP SWA™</b></p>

NABCEP retains all trademark and other ownership rights concerning the NABCEP Credential Marks. NABCEP may create and use additional certification marks, as it deems appropriate.

##### 2. **Authorized Use of NABCEP Credential Marks.**

NABCEP grants limited permission to use specific NABCEP Credential Marks to qualified individuals who satisfy all applicable NABCEP credential requirements. Consistent with applicable law and corporate policies, NABCEP will ensure that the Credential Marks are displayed and otherwise used properly, as such use represents NABCEP credentials to the public.

### **3. Prohibited Use of NABCEP Credential Marks.**

Permission by NABCEP to use a NABCEP Credential Mark does not include authorization to use any NABCEP Trademarks, which are identified in Section I of this Policy, or any other NABCEP Marks.

### **4. Persons and Organizations Authorized to Use the NABCEP Credential Marks.**

#### CREDENTIAL HOLDER RESPONSIBILITIES.

Use of NABCEP Credential Marks is limited strictly to those individuals who are NABCEP Credential holders in good standing. Each NABCEP Credential holder is authorized to use only the NABCEP Credential Mark which represents the appropriate credential.

Each NABCEP Credential holder accepts and assumes sole responsibility for understanding and satisfying all applicable organizational and legal requirements related to the use and/or display of the NABCEP Credential Marks. Among other requirements, each NABCEP Credential holder is responsible for ensuring that the use of any NABCEP Credential Mark in professional and business-related materials (e.g., business cards, stationery and/or letterhead, email signatures, advertisements, brochures, Internet websites, or signs) is consistent with this Policy, and is not in conflict with applicable laws. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to a NABCEP Credential holder's use or display of a NABCEP Credential Mark.

### **5. Non-Assignability and Non-Transferability of the NABCEP Credential Marks.**

Permission to use the appropriate NABCEP Credential Mark is limited to the NABCEP Credential holder and may not be transferred to, assigned to, or otherwise used by, any other individual, organization, business, or entity.

### **6. Appearance and Proper Use of NABCEP Credential Marks.**

Each NABCEP Credential holder may use the appropriate NABCEP Credential Mark in professional and business-related materials, consistent with the following rules:



- a. Proper Use. Each individual NABCEP Credential holder must use the appropriate NABCEP Credential Mark only in conjunction with his/her name, and in connection with the services related to the credential. The NABCEP Credential Marks may not be positioned, displayed, or used in a manner which may lead the public to believe that a company or organization is certified or otherwise endorsed by NABCEP. The proper font for the NABCEP Credential holder's name and/or credential number is "**Arial Bold**," in a font size such that the text is proportional to, or slightly smaller than, the text in the design mark.
- b. Proper Appearance. The NABCEP Credential Mark must be associated solely with the credentialed individual, who is authorized to use the Mark(s). Additionally, a NABCEP

Credential Mark should always be used in its entirety, and must always appear with the appropriate subscript/superscript “®” or “™” trademark symbol.

With respect to other affiliation marks and/or logos, the NABCEP Credential Mark may be located near these other marks or logos, but must remain separate and distinct so as to avoid confusion concerning the source of the credential, and to avoid the appearance that other marks, certifications, credentials, designations, or organizations are associated with, or endorsed by NABCEP.

- c. Examples of Proper Use and Appearance. Proper use and appearance of the NABCEP Credential Marks include, but are not limited to, the following examples.

➤ Proper Use Examples.

James Robinson NABCEP Photovoltaic Associate™	Jane Doe NABCEP Solar Heating System Inspector™
James Robinson NABCEP PV Associate™ #010101-01	Jane Doe NABCEP Solar Heating System Inspector™ #010101-01
James Robinson NABCEP PVA™	Jane Doe NABCEP SHSI™ #010101-01
 PhotoVoltaic James Robinson #010101-01	 Small Wind Jane Doe, #010101-01

Any questions concerning the proper use of NABCEP Credential Marks should be submitted to the NABCEP Executive Director.

### 7. Non-Interference with Use of the Marks by Other Credential Holders.

A NABCEP Credential holder may not prohibit, restrict, or otherwise limit the authorized and appropriate use of a NABCEP Credential Mark by another credential holder.

### 8. Violation Reporting Responsibilities.

Each NABCEP Credential holder has the responsibility to report the unauthorized use, misuse, or other violation of this Policy to NABCEP in a timely manner. This reporting responsibility includes any circumstance where the use of a NABCEP Credential Mark is related to an individual or organization that is not a NABCEP Credential holder, or where a NABCEP Credential Mark is used improperly by a NABCEP Credential.

## **9. Policy Violations and Related Matters.**

NABCEP reserves, and may use, any and all remedies available under applicable laws and corporate policies to protect the NABCEP Credential Marks. Infringement or other misuse of any NABCEP Credential Mark will be challenged. NABCEP Credential holders are required to cooperate fully in the review and resolution of such matters.

Following receipt of information that an inappropriate or unauthorized use of a NABCEP Credential Mark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable laws.

## **10. Disciplinary Actions Related to Mark Misuse by a NABCEP Credential holder or Applicant.**

Following notice and a fair opportunity to respond, a NABCEP Credential holder or applicant who acts contrary to the terms of this Policy or applicable law, may be sanctioned under applicable NABCEP policies.

In addition, the NABCEP Executive Director or his/her designee may refer cases of NABCEP Credential mark misuse, infringement, or other similar matters to appropriate agencies and other organizations, or may initiate appropriate legal action.

## **11. Policy Violation Actions Concerning Third Parties.**

Following receipt of information that an inappropriate or unauthorized use of the NABCEP Credential Mark(s) by a third party individual, organization, or company may have occurred, NABCEP will determine if responsive action(s) will be taken consistent with NABCEP policies and applicable laws.

## IV. COMPANY ACCREDITATION MARK USE POLICY

### A. Policy Purpose.

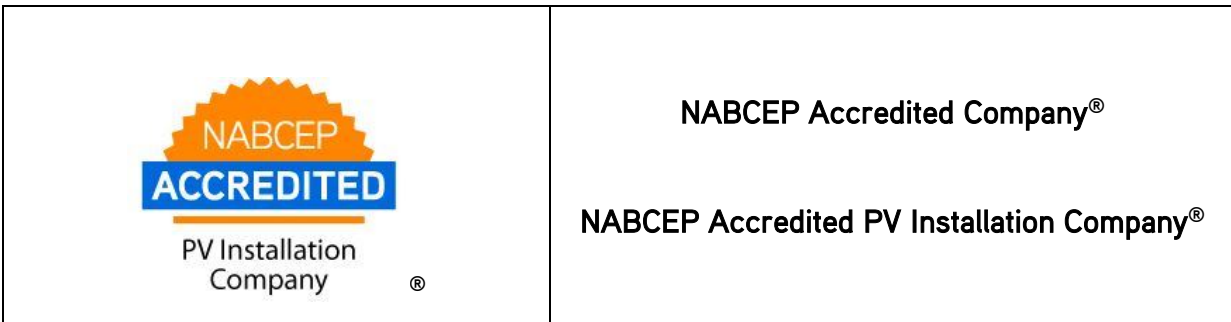
NABCEP company accreditation marks (NABCEP Accreditation Marks) represent that qualified residential solar photovoltaic (PV) installation companies have satisfied all applicable NABCEP Company Accreditation Policy requirements and related directives of NABCEP.

This Policy has been developed to assist PV installation companies accredited by NABCEP (Accredited Companies) in understanding the rules and requirements for use of the NABCEP Accreditation Marks, including proper use of the marks in professional and business materials. All authorized Accredited Companies should review this Policy carefully to ensure that all uses of the Accreditation Marks conform to the Policy requirements.

### B. NABCEP Accreditation Marks.

#### 1. **Mark Ownership.**

The following NABCEP Accreditation Marks related to the NABCEP Company Accreditation Program are owned and controlled by NABCEP:



NABCEP retains all trademark and other ownership rights related to the NABCEP Accreditation Marks. NABCEP may create and use additional accreditation marks and trademarks, as it deems appropriate.

#### 2. **Authorized Use of NABCEP Accreditation Marks.**

NABCEP grants limited permission to use specific NABCEP Accreditation Marks to NABCEP Accredited Companies in good standing. An Accredited Company must satisfy all applicable NABCEP Company Accreditation Policy requirements and related directives of NABCEP, prior to the use of a NABCEP Accreditation Mark. Consistent with applicable law and corporate policies, NABCEP will ensure that the Accreditation Marks are displayed and otherwise used properly, as such use represents NABCEP Company Accreditation to the public.

#### 3. **Companies Authorized to Use the Accreditation Mark**

##### ACCREDITED COMPANY RESPONSIBILITIES.

Use of the Accreditation Marks is limited strictly to those PV installation companies that are valid NABCEP Accredited Companies in good standing. Each Accredited Company accepts and assumes sole responsibility for understanding and satisfying all applicable

organizational and legal requirements related to the use and display of the Accreditation Marks. Among other requirements, the Accredited Company is responsible for ensuring that the use of any Accreditation Mark in business related materials, including advertisements or Internet websites, is consistent with this Policy, and is not in conflict with applicable laws. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

An Accredited Company is prohibited from using a NABCEP Accreditation Mark in any manner not authorized by this Policy. An Accredited Company is prohibited from making any public statement or representation related to NABCEP Company Accreditation that brings NABCEP into disrepute, that is materially false, or that is otherwise contrary to the interests of NABCEP.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to an Accredited Company's use or display of an Accreditation Mark.

#### **4. Non-Assignability and Non-Transferability of the Accreditation Mark.**

Permission to use a NABCEP Accreditation Mark is limited specifically to the Accredited Company, and may not be transferred to, assigned to, or otherwise used by, any other person, organization, business, or entity.


#### **5. Appearance and Proper Use of the Accreditation Mark.**

Each Accredited Company may use the NABCEP Accreditation Marks on business related materials, including, but not limited to, advertisements or Internet websites, consistent with the following rules:

- a. Proper Use. Each Accredited Company must use the Accreditation Mark only in conjunction with the company accredited by NABCEP. Additionally, an Accreditation Mark should always be used in its entirety, and must always appear with the appropriate subscript/superscript "®" or "™" trademark symbol.

With respect to other affiliation marks and/or logos, the Accreditation Mark may be located near these other marks or logos, but must remain separate and distinct so as to avoid confusion concerning the source of the accreditation, and to avoid the appearance that other marks, accreditations, credentials, designations, or organizations are associated with, or endorsed by, NABCEP.

- b. Examples of Proper Uses and Appearances of the Accreditation marks. Proper uses and appearances of the Accreditation Marks include, but are not limited to, the following examples.

 <p data-bbox="376 342 621 443">           PV Installation Company<sup>®</sup>            ABC Solar Company         </p>	<p data-bbox="906 231 1328 302">           ABC Solar Company            NABCEP Accredited Company<sup>®</sup> </p> <p data-bbox="807 344 1427 415">           ABC Solar Company            NABCEP Accredited PV Installation Company<sup>®</sup> </p>
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Any questions concerning the proper use of Accreditation Marks should be submitted to the NABCEP Executive Director.

**6. Non-Interference with Use of the Marks by Other Accredited Companies.**

An Accredited Company may not prohibit, restrict, or otherwise limit the authorized and appropriate use of the Accreditation Mark(s) by another Accredited Company.

**7. Violation Reporting Responsibilities.**

An Accredited Company has the responsibility to report the unauthorized use or misuse of a NABCEP Accreditation Mark, or any other violation of this Policy, to NABCEP in a timely manner, including any circumstances where: the use of a Accreditation Mark is related to a company that is not accredited by NABCEP, including an Applicant for NABCEP Company Accreditation; or, an Accreditation Mark is used improperly by an Accredited Company.

**8. Policy Violations and Related Matters.**

NABCEP reserves, and may use, the full range of legal remedies and accreditation-related sanctions available under applicable laws and corporate policies to protect the Accreditation Marks. Infringement of any Accreditation Mark, or improper use of an Accreditation Mark, will be challenged. Accredited Companies and Company Accreditation Applicants are required to cooperate fully in the review and resolution of such matters.

Following receipt of information that an inappropriate or unauthorized use of an Accreditation Mark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable Federal, State, and International laws.

**9. Accreditation Actions and Decisions Related to Mark Misuse.**

NABCEP will review and resolve all complaints and other matters concerning potential violations of this Policy by Accredited Companies and Company Accreditation Applicants, consistent with the NABCEP Accreditation Deficiency and Appeals Policy.

All mark misuse complaints and other matters concerning potential violations of this Policy by an Applicant seeking NABCEP Accreditation will be reviewed and resolved by the Executive Director. If the Executive Director determines that an Applicant has violated the terms of this Policy, NABCEP reserves the right to deny and reject the Applicant’s NABCEP Accreditation Application, or issue other appropriate corrective conditions and/or sanctions.



An Applicant may request an informal review of an adverse decision by submitting a written request for review to NABCEP.

In addition, the NABCEP Executive Director may refer cases of accreditation mark misuse, infringement, or other similar matters to appropriate agencies.

## V. NABCEP REGISTERED PROVIDER MARK USE POLICY

### A. Policy Purpose.





NABCEP registered training provider marks (NABCEP Registered Provider Marks) represent that qualified training providers have satisfied all applicable NABCEP Registered Continuing Education Provider and/ or Registered Associate Provider Policy requirements and related directives of NABCEP.

This Policy has been developed to assist training providers registered by NABCEP (Registered Providers) in understanding the rules and requirements for use of the NABCEP Registered Provider Marks, including proper use of the marks in professional and business materials. All authorized Registered Providers should review this Policy carefully to ensure that all uses of the Registered Provider Marks conform to the Policy requirements.

### B. NABCEP Registered Provider Marks.

#### 1. **Mark Ownership.**

The following NABCEP Registered Provider Marks related to the NABCEP Continuing Education and NABCEP Associate Programs are owned and controlled by NABCEP:

	<p><b>NABCEP Registered Continuing Education Provider™</b></p>
	<p><b>NABCEP Registered Photovoltaic Associate Provider™</b></p>
	<p><b>NABCEP Registered Solar Heating Associate Provider™</b></p>
	<p><b>NABCEP Registered Small Wind Associate Provider™</b></p>

NABCEP retains all trademark and other ownership rights related to the NABCEP Registered Provider Marks. NABCEP may create and use additional registration marks and trademarks, as it deems appropriate.

## **2. Authorized Use of NABCEP Registered Provider Marks.**

NABCEP grants limited permission to use specific NABCEP Registered Provider Marks to NABCEP Registered Providers in good standing. A Registered Provider must satisfy all applicable NABCEP Continuing Education Provider and/ or NABCEP Associate Provider requirements and related directives of NABCEP, prior to the use of a NABCEP Registered Provider Mark. Consistent with applicable law and corporate policies, NABCEP will ensure that the Registered Provider Marks are displayed and otherwise used properly, as such use represents NABCEP training provider registration to the public.

## **3. Companies Authorized to Use the Registered Provider Marks.**

### REGISTERED PROVIDER RESPONSIBILITIES.

Use of the Registered Provider Marks is limited strictly to those training providers that are valid NABCEP Registered Training Providers in good standing. Each Registered Provider accepts and assumes sole responsibility for understanding and satisfying all applicable organizational and legal requirements related to the use and display of the Registered Provider Marks. Among other requirements, the Registered Provider is responsible for ensuring that the use of any Registered Provider in business related materials, including advertisements or Internet websites, is consistent with this Policy, and is not in conflict with applicable laws. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

A Registered Provider is prohibited from using a NABCEP Registered Provider Mark in any manner not authorized by this Policy. A Registered Provider is prohibited from making any public statement or representation related to NABCEP training registration that brings NABCEP into disrepute, that is materially false, or that is otherwise contrary to the interests of NABCEP.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to a Registered Provider's use or display of a Registered Provider Mark.

## **4. Non-Assignability and Non-Transferability of the Registered Provider Mark.**

Permission to use a NABCEP Registered Provider Mark is limited specifically to the Registered Provider, and may not be transferred to, assigned to, or otherwise used by, any other person, organization, business, or entity.

## 5. Appearance and Proper Use of the Registered Provider Mark.

Each Registered Provider may use the NABCEP Registered Provider Marks on business related materials, including, but not limited to, advertisements or Internet websites, consistent with the following rules:

a) Proper Use. Each Registered Provider must use the Registered Provider Mark only in conjunction with the company, institution, or organization registered by NABCEP. Additionally, a Registered Provider Mark should always be used in its entirety, and must always appear with the appropriate subscript/superscript “®” or “™” trademark symbol.

With respect to other affiliation marks and/or logos, the Registered Provider Mark may be located near these other marks or logos, but must remain separate and distinct so as to avoid confusion concerning the source of the registration, and to avoid the appearance that other marks, accreditations, credentials, designations, or organizations are associated with, or endorsed by, NABCEP.

b) Examples of Proper Uses and Appearances of the Registered Provider marks. Proper uses and appearances of the Registered Provider Marks include, but are not limited to, the following examples.

 <p>ABC Solar Trainer</p>	<p>ABC Solar Trainer NABCEP Registered Continuing Education Provider™</p>
 <p>ABC Solar Trainer</p>	<p>ABC Solar Trainer NABCEP Registered Photovoltaic Associate Provider™</p>

Any questions concerning the proper use of Registered Provider Marks should be submitted to the NABCEP Executive Director.

## **6. Non-Interference with Use of the Marks by Other Registered Providers.**

A Registered Provider may not prohibit, restrict, or otherwise limit the authorized and appropriate use of the Registered Provider Mark(s) by another Registered Provider.

## **7. Violation Reporting Responsibilities.**

A Registered Provider has the responsibility to report the unauthorized use or misuse of a NABCEP Registered Provider Mark, or any other violation of this Policy, to NABCEP in a timely manner, including any circumstances where: the use of a Registered Provider Mark is related to a training provider that is not registered with NABCEP, including an Applicant for NABCEP Provider Registration; or, an Accreditation Mark is used improperly by a Registered Provider.

## **8. Policy Violations and Related Matters.**

NABCEP reserves, and may use, the full range of legal remedies and registration-related sanctions available under applicable laws and corporate policies to protect the Registered Provider Marks. Infringement of any Registered Provider Mark, or improper use of a Registered Provider, will be challenged. Registered Providers and Applicants for Provider Registration are required to cooperate fully in the review and resolution of such matters.

Following receipt of information that an inappropriate or unauthorized use of a Registered Provider Mark may have occurred, NABCEP will determine if responsive action(s) will be taken in accordance with this Policy and applicable Federal, State, and International laws.

## **9. Registration Actions and Decisions Related to Mark Misuse.**

NABCEP will review and resolve all complaints and other matters concerning potential violations of this Policy by Registered Providers and Applicants for registration, consistent with the NABCEP Continuing Education Provider and/ or Associate Provider Policies.

All mark misuse complaints and other matters concerning potential violations of this Policy by an Applicant seeking NABCEP Provider Registration will be reviewed and resolved by the Executive Director. If the Executive Director determines that an Applicant has violated the terms of this Policy, NABCEP reserves the right to deny and reject the Applicant's NABCEP Registered Provider Application, or issue other appropriate corrective conditions and/or sanctions. An Applicant may request an informal review of an adverse decision by submitting a written request for review to NABCEP.

In addition, the NABCEP Executive Director may refer cases of registration mark misuse, infringement, or other similar matters to appropriate agencies.

## VI. NABCEP SPONSOR MARK USE POLICY

### A. Policy Purpose.

NABCEP sponsorship marks (NABCEP Sponsor Marks) represent that authorized individuals and firms support the mission and programs of NABCEP, and have made a financial contribution to the organization (NABCEP Sponsors).

This Policy has been developed to assist NABCEP Sponsors in understanding the rules and requirements for use of the NABCEP Sponsors Marks, including proper use of the marks in professional and business materials. All authorized Sponsors should review this Policy carefully to ensure that all uses of the Sponsor Marks conform to the Policy requirements.

### B. NABCEP Sponsor Trademarks.

#### 1. **Mark Ownership.**

The following NABCEP Sponsor marks are owned and controlled by NABCEP:

 PLATINUM	 GOLD
 SILVER	 BRONZE
 GREEN	

NABCEP retains all trademark and other ownership rights concerning the NABCEP Sponsor Marks. NABCEP may create and use additional sponsorship marks, as it deems appropriate.

#### 2. **Authorized Use of NABCEP Sponsor Marks.**

NABCEP grants limited permission to use the NABCEP Sponsor Marks to those businesses, firms, or individuals that support NABCEP and its Certification Program (NABCEP Sponsors), and that satisfy all sponsorship requirements. Consistent with applicable law and NABCEP policies, NABCEP will ensure that the NABCEP Sponsor Marks are used properly and correctly, as they represent NABCEP sponsorship to the public.

### **3. Prohibited Use of NABCEP Trademarks, Certification, and Accreditation Marks.**

Individuals, businesses, and other organizations are not permitted to use the NABCEP Trademarks, NABCEP Certification Marks, or NABCEP Accreditation Marks identified in this Policy. Permission by NABCEP to use the NABCEP Sponsor Marks does not include authorization to use the NABCEP Trademarks, Certification Marks, or Accreditation Marks.

### **4. Persons and Organizations Authorized to Use the Sponsor Marks/ Sponsor Responsibilities.**

Use of the Sponsor Marks is limited strictly to those individuals and firms that are NABCEP Sponsors. Each NABCEP Sponsor is authorized to use only the Sponsor Mark which represents the appropriate level of sponsorship contributed to NABCEP by the Sponsor.

Each NABCEP Sponsor accepts and assumes sole responsibility for understanding and satisfying all applicable organizational and legal requirements related to the use and/or display of the NABCEP Sponsor Marks. Among other requirements, each NABCEP Sponsor is responsible for ensuring that the use of the NABCEP Sponsor Marks in business-related materials (e.g., business advertisements, brochures, letterhead, signs, telephone directory listings, and Internet sites) is consistent with this Policy, and is not in conflict with applicable laws. NABCEP assumes no responsibility concerning the interpretation or application of such legal requirements.

NABCEP shall not be liable or otherwise responsible for any claims, complaints, suits, or damages whatsoever, relating to NABCEP Sponsor's use or display of a Sponsor Mark.

### **5. Non-Assignability and Non-Transferability of the NABCEP Sponsor Marks.**

Permission to use the NABCEP Sponsor Marks is limited to the NABCEP Sponsor, and may not be transferred to, assigned to, or otherwise used by, any other individual, business, or entity.

### **6. Appearance and Proper Use of the NABCEP Sponsor Marks.**

Each NABCEP Sponsor may use the NABCEP Sponsor Marks in business-related materials (e.g., business advertisements, brochures, letterhead, signs, telephone directory listings, and Internet sites), consistent with the following rules:

#### **7. Proper Use.**

- (1). Sponsor must use the NABCEP Sponsor Marks only in conjunction with the company or business name.
- (2). Each NABCEP Sponsor Mark must always be used in its entirety, and must always appear with the "TM" trademark symbol.
- (3). Sponsor shall not use the NABCEP Sponsor Marks in a manner that states or implies NABCEP endorsement of Sponsor, or its products or services.

- (4). Sponsor shall not use any other trademark or service mark in combination with the NABCEP Sponsor Marks without prior written approval of NABCEP.
  - (5). With respect to other affiliation marks and/or logos, the NABCEP Sponsor Marks may be located near these other marks or logos, but must remain separate and distinct so as to avoid the appearance that other marks, certifications, credentials, designations, or organizations are affiliated with, or endorsed by, NABCEP.
- a. Examples of Proper Use and Appearance of the NABCEP Sponsor Marks. The following examples show the proper use and appearance of the NABCEP Sponsor Marks.



Any questions concerning the proper use of NABCEP Sponsor Marks should be submitted to the NABCEP Executive Director.

**8. Non-Interference with Use of the Marks by Other Sponsors.**

A NABCEP Sponsor may not prohibit, restrict, or otherwise limit the authorized and appropriate use of the NABCEP Sponsor Marks by another Sponsor.

**9. Policy Violations and Related Matters.**

NABCEP reserves, and may use, any and all remedies available under applicable laws and corporate policies to protect the NABCEP Sponsor Marks. Infringement or other misuse of any NABCEP Sponsor Mark will be challenged.

Following receipt of information that an inappropriate or unauthorized use of the NABCEP Sponsor Marks may have occurred, NABCEP, in consultation with legal counsel, will determine if responsive action(s) will be taken in accordance with this Policy and applicable laws. NABCEP, at its sole discretion, may direct a party to discontinue and cease all use of the Sponsor Marks.

**10. Policy Violation Actions Concerning Third Parties.**

Following receipt of information that an inappropriate or unauthorized use of the NABCEP Sponsor Marks by a third party individual, organization, or company may have occurred, NABCEP, in its sole discretion and in consultation with legal counsel, will determine if responsive action(s) will be taken consistent with NABCEP policies and applicable Federal, State, and International laws.