

Step 1: Company Information

Business Name (Required)

Street Address (Required)

Phone Number (Required)

Fax Number (Required)

Email (Optional)

Website (Optional)

Step 2: Employee Listing Update

I-CAR Platinum Individual Role Representatives

Name I-CAR ID # or Last 4 of Social Date of Hire (Month & Year)

_____	Estimator
_____	Non-Structural Technician
_____	Steel Structural Technician
_____	Refinish Technician

I-CAR Gold Class Professionals business recognition (optional)

Name I-CAR ID # or Last 4 of Social Date of Hire (Month & Year)

_____	Aluminum Structural Technician
_____	Electrical/Mechanical Technician

Employees in roles with annual training requirements

Name/Position I-CAR ID # or Last 4 of Social Date of Hire (Month & Year)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Employees in roles with no annual training requirements

Name/Position I-CAR ID # or Last 4 of Social Date of Hire (Month & Year)

_____	_____
_____	_____
_____	_____
_____	_____

Step 3: Training Manager Designation

The I-CAR® Training Manager tool will allow you to effectively manage your employee’s training with a click of a button through a personal *myI-CAR* account of your choosing!

- ✓ Monitor the progression of your Gold Class Professional Business™ Designation as well as your employee’s Platinum Individual™ Designation.
- ✓ Plan the appropriate training path for your employees with our new and improved Training Planner.
- ✓ Have immediate access to a 24/7 live feed of your employee’s training records.

Who Manages the I-CAR training for your business?

Please indicate below who you would like to have granted access to the online Training Manager Tool.

(Minimum of 1 required)

Name	Position Title	I-CAR ID # or Last 4 of Social	Hire Date (Month & Year)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Position/Titles for Collision Repair

- Aluminum Structural Technician
- Estimator
- Electrical/Mechanical Technician
- Non-Structural Technician
- Refinish Technician
- Steel Structural Technician
- Glass Installer
- Manager/Department Head
- Office Manager
- Office Support Personnel
- Owner
- Parts Manager
- Parts Personnel
- Porter/Lot Person