

Valiani s.r.l.  
Via delle Regioni 305,  
Certaldo Florence- Italy  
valian

## **Valiani Training Conditions**

If today Valiani is a well-established company recognized at the world level, this is thanks to its worldwide dealers. Distributors are in fact our link to the end user, representing Valiani products and services in the market. As Valiani continues to develop its products and services, we want to enable you to grow with us and keep offering the best services to the customers. Therefore, the Valiani Training Program is an important tool to provide your team with all the necessary commercial and technical knowledge and skills. It is Valiani's intention to add value to the Training Program by setting a few Training Conditions.

### **What do you get in return?**

- A formally trained staff
- A certificate of attendance
- The certainty of acquired knowledge and skills
- Better service options for end customers

### **COVID Safe**

All participants are required to be COVID Safe to ensure the safety of the Valiani team and the other participants. This entails:

- You can present a vaccination certificate which proves that you have been fully vaccinated against COVID-19.
- Or you can present a negative PCR test (taken max 72 hours before the start of the training)
- And declare to have no COVID-19 symptoms



## Registrations

Training sessions on Valiani machines take place on a regular basis. An overview of the training sessions is sent at the beginning of each year. A further reminder is sent about a month before each training session.

- Only authorized Valiani partners are allowed to subscribe participants for a training.
- Online registration is done via the invitations sent.
- Registrations are possible up to three weeks in advance to the training, to which you will receive a final confirmation at the latest two weeks before the training.
- Valiani counts on a minimum participation of 6 people per session and a maximum of 10 for training at the Valiani Showroom in Tuscany.

## Certification

The commercial value of the training depends on the extent to which the trainee has acquired knowledge. Valiani wants to secure this value by means of a formal test of knowledge and skills (exam). A positive result will be rewarded with a certificate. The certificate is issued in the name of the trainee present and is not transferable. only entitles to a document of proof of participation.

The exam will be coordinated by the trainer after every separate session or on the last day of the training. The questionnaire (exam) must be completed online through a Google form and submitted immediately after it was sent. In case the questionnaire is not submitted, the trainee will not be allowed to participate in the next training session and consequently not pass the exam. The type of questions will be multiple choice to avoid any doubts about the outcome. The test can be completed online. The trainer will go through the questions and corrects answers to make sure all participants learn from it. If the trainee did not pass the exam, the trainer will evaluate what knowledge is needed to pass the exam and decide if it is necessary to follow the training again.

## Cancellations



Valiani wants to encourage participation and discourage last minute cancellations. Therefore, only cancellations received up to 7 days (3 working days) or more prior to the start of the course will be accepted.

The cancellations must be received in writing to [info@valiani.com](mailto:info@valiani.com)

In case of absence without timely notification, except in the event of unforeseen circumstances, and when no substitute delegate has participated, the full training cost will be invoiced per person. In the case of cancellation by Valiani, no charge applies.

## Admission

The Valiani Training Program is offered exclusively to Valiani's officially designated partners. Therefore, if applicable or for any reason, Valiani preserves the right not to allow participation in the Valiani Training Program.

## Learning Platform

The training on the Valiani cutters will be generally held at Valiani's Demo Centre located in Certaldo (Florence, Tuscany). The training days start at 9h00 and end at about 18h00. A guide through the Valiani factory will also take place, to make sure the participants will truly understand the way machines are manufactured.

## During your stay

Be aware that travel costs and hotel accommodation are not included. However, we gladly help you to book the Hotel Certaldo ([www.hotelcertaldo.it](http://www.hotelcertaldo.it)) in Certaldo at Valiani's corporate rates. A shuttle can be arranged at Valiani's charge upon request from the Hotel Certaldo to Valiani and back during training days. If you wish to stay in another hotel than the Certaldo Hotel, transfers to Valiani and back need to be arranged by yourself at your own expense.

During training, daily lunch is included. Please inform us about special lunch requests (for example vegetarian).

## Language/Documentation

The course and documentation are provided in English. Training classes include all applicable documentation. Everything will be provided digitally. If you require a hard copy, don't hesitate to ask us.

## Confidentiality

All technical information, provided by Valiani during a technical training, is considered to be confidential and may not be disclosed to any third party on no account.

