



HARTZELL PROPELLER INC.

2020

TRAINING CLASS SCHEDULE

AND RESERVATION FORM

Students are required to read, speak, and understand English. Translators are permitted and are the responsibility of the student. There is no class fee for translators.

Customer training by Hartzell Propeller is conducted in Piqua, Ohio at our state-of-the-art manufacturing facility. Classroom instruction includes theoretical and practical approaches in addition to “hands-on” instruction. Class sizes are maintained at a level that encourages individual participation.

Reservation forms and fees should be submitted as early as possible. Due to the high demand for some of the classes, spaces are filled on a “first come first served” basis. A “waiting list” is available.

- (1) If multiple persons are registered from a single facility, reservations will be honored, but Hartzell may require your facility to cancel one or more of your proposed attendees in order to assure attendance from as many facilities as possible.
- (2) Reservations must be received no later than 30 days prior to the class start date.
- (3) Training fees will be invoiced upon Hartzell’s receipt of the reservation and must be paid in accordance with the facility’s payment terms with hartzell. **Registration will not be confirmed until payment is received.**
- (4) All students are subject to security screening, and must provide Hartzell with a scanned copy of photo identification no later than 30 days prior to class start date.
- (5) Please notify Hartzell Propeller of attendance cancellations at least two weeks in advance of the class, or a 50% cancellation fee will apply.
- (6) Classes may be added or cancelled at the discretion of the training department. At least 30 days notice will generally be given if a class is to be cancelled. If applicable, deposits will be refunded or credited for a future class.
- (7) A class with an insufficient number of registered attendees will be cancelled 30 days before the beginning of the class.

Training will take place at the manufacturing facility located at One Propeller Place, Piqua, OH 45356.

Piqua is approximately 20 miles (32 kilometers) north of the Dayton International Airport. Transportation arrangements can be made with a rental car agency (Budget, Avis, Alamo, Hertz, or Dollar) at the airport. **There is no public transportation available in Piqua.**

- (1) **Class attendees will be met in the main lobby of Hartzell Propeller at approximately 8:50 a.m.**
- (2) **Classes typically end between 4:00 and 5:00 p.m.**
- (3) **Please do not schedule departing flights before 6:00 p.m. on the last day of the class.**

Off-Site Training

Customer on-site training may be available on request, and is subject to instructor availability. Travel expenses, per diem, and class fees may apply in these cases. Customer on-site training class fees are \$2,000.00 USD per day, including travel time. Customer is also responsible for shipping costs of all related training tools, equipment, and supplies. All pricing is subject to change without notice.

Contact hartzell Product Support at training@hartzellprop.com to inquire about on-site training.

Rev 12-12-19

Recommended Hotels:

Fairfield Inn & Suites

**83 Troy Town Dr, Troy, OH 45373
(937) 332-1446**

- Complimentary hot breakfast
- Complimentary parking
- Deluxe guest room accommodations with full amenities
- On site coin operated laundry facility
- Complimentary WiFi internet access
- Complimentary use of business center
- Fitness room and indoor swimming pool
- Restaurants and shops within walking distance
- Room rate \$96.00 USD per night plus tax
- **Complimentary local shuttle service between hotel and Hartzell only (by schedule); no airport service**

Alternate Hotel:

Comfort Inn

**Miami Valley Centre Mall, 987 E Ash St, Piqua, OH 45356
(937) 778-8100**

- Complimentary breakfast bar
- Complimentary Wired & Wireless Internet
- Indoor pool and whirlpool
- Television/HBO
- Attached to Miami Centre Mall
- No shuttle service

Hotel rates are subject to change.

2020 Training at a Glance

February

**Lightweight Propeller Familiarization with Composite Blade Minor Repair
February 4 - 7**

March

**Legacy and ASC II Composite Blade Overhaul, Major Repair and Recertification,
March 10 - 13**

May

**Legacy and ASC II Composite Blade Minor Repair
May 20 - 21**

June

**Propeller Shop Conference
June 7 - 9**

August

**Steel-Hub Turbine Propeller Familiarization
August 12 - 13**

September

**Legacy and ASC II Composite Blade Overhaul, Major Repair and Recertification
September 22 - 25**

October

**Lightweight Propeller Familiarization with Composite Blade Minor Repair
October 13 - 16**

December

**Legacy and ASC II Composite Blade Minor Repair
December 2 - 3**

Lightweight Turbine Propeller Familiarization and Composite Blade Minor Repair

February 4 - 7 (Tuesday - Friday)
and

October 13 - 16 (Tuesday - Friday)

Class enrollment is limited to 6 persons with a 4 person minimum.

Attendee Prerequisites: Familiar with aircraft maintenance procedures and practices.
Propeller Repair Station or aircraft operator affiliation.

The first two days of the course provides lecture, hands-on propeller assembly and disassembly. The last two days of the course provides blade minor repairs and field maintenance, including de-ice boot installation and removal.

Topics and Training

Objectives

Days 1 and 2

Propeller Components and Operation	Familiarization With The Individual Propeller Components and Their Specific Operation
Propeller Disassembly	Understanding Required Procedures for Propeller Disassembly
Propeller Assembly and Set-up	Present Required Tooling And Procedures Demonstrate Propeller Assembly and Set-up
Propeller Maintenance & Repair	Present Specific Line Maintenance Procedures And Periodic Inspections Requirements
Service Information	Discuss Service Information Affecting Lightweight Turbine Propellers

Day 3

Composite Blade Inspection	Identify Blade Damage
Allowable Field Repairs	Blade Repair
De-ice Boot	De-ice or Anti-ice Boot Installation De-ice or Anti-ice Boot Removal

Class Fee:

The fee for this class is \$3,300.00.

Legacy & ASC II Composite Blade Overhaul, Major Repair, and Recertification

March 10 - 13 (Tuesday - Friday)
and
September 22 - 25 (Tuesday - Friday)

Class enrollment is limited to 6 persons with a 4 person minimum.

Attendee Prerequisites: Familiar with aircraft maintenance procedures and practices.
Propeller Repair Station affiliation.

This course provides recertification approval for a facility approved to overhaul Hartzell composite blades including Hartzell ASC II (N-shank) blades or approval for overhaul of ASC II (N-shank) blades for a facility that is not approved.

Topics and Training

Objectives

Inspection Techniques	Understanding Of Required Inspections And Procedures
Composite Blade Repairs	Determination Of Field Repairable Damage Or Factory Only Repairable Damage
Erosion Shield Replacement	Perform Common Major Composite Repairs
Composite Blade Finish & Assembly	View Proper Finish And Assembly Procedures
Repair of ASC II Blades	Repair and Overhaul Procedures for ASC II Blades including Leading Edge replacement.

Class Fee:

The fee for this class is \$3,800.00.

Legacy & ASC II Composite Blade Minor Repair

May 20 - 21 (Wednesday - Thursday)

and

December 2 - 3 (Wednesday - Thursday)

Class enrollment is limited to 6 persons with a 4 person minimum.

Attendee Prerequisites:

Familiar with aircraft maintenance procedures and practices.
Propeller Repair Station or aircraft operator affiliation.

The course provides blade field maintenance and minor repairs for composite blades.

Topics and Training

Objectives

Inspection Techniques

Understanding of Required Inspections and Procedures

Composite Blade Repairs

Determination of Airworthy and Un-airworthy damage

Field Repairs

Perform Common Minor Composite Repairs

Re-finish

View Proper Procedures for Repair of Paint and Cosmetic Concerns

Blade Repairs

Minor repair Procedures for Legacy and ASC II Composite Blades

De-ice Boot

De-ice or Anti-ice Boot Removal
De-ice or Anti-ice Boot Installation

Class Fee:

The fee for this class is \$2,000.00 USD. Payment must be received with registration

Steel Turbine Propeller Familiarization

August 12 - 13 (Wednesday - Thursday)

Class enrollment is limited to 6 persons with a 4 person minimum.

Attendee Prerequisites: Familiar with aircraft maintenance procedures and practices.
Propeller Repair Station affiliation.

The course provides hands-on propeller assembly and disassembly and basic field maintenance.

Topics and Training

Objectives

Propeller Receiving and Initial Inspection	Identification of Propeller Assembly Perform Receiving Inspection and Identify Damage
Propeller Disassembly	Understanding Required Procedures for Propeller Disassembly
Propeller Components and Operation	Understanding Required Procedures for Propeller Disassembly
Special Processes	Understanding Of Required Special Processes Review Of Hartzell Sample Approval Program
Propeller Assembly, Set-up	Present Required Tooling And Procedures Demonstrate Propeller Assembly, Set-up
Service Information	Discuss Service Information Affecting Steel Turbine Propellers

Class Fee:

The fee for the two day class is \$2000.00 USD. Payment must be received with registration.

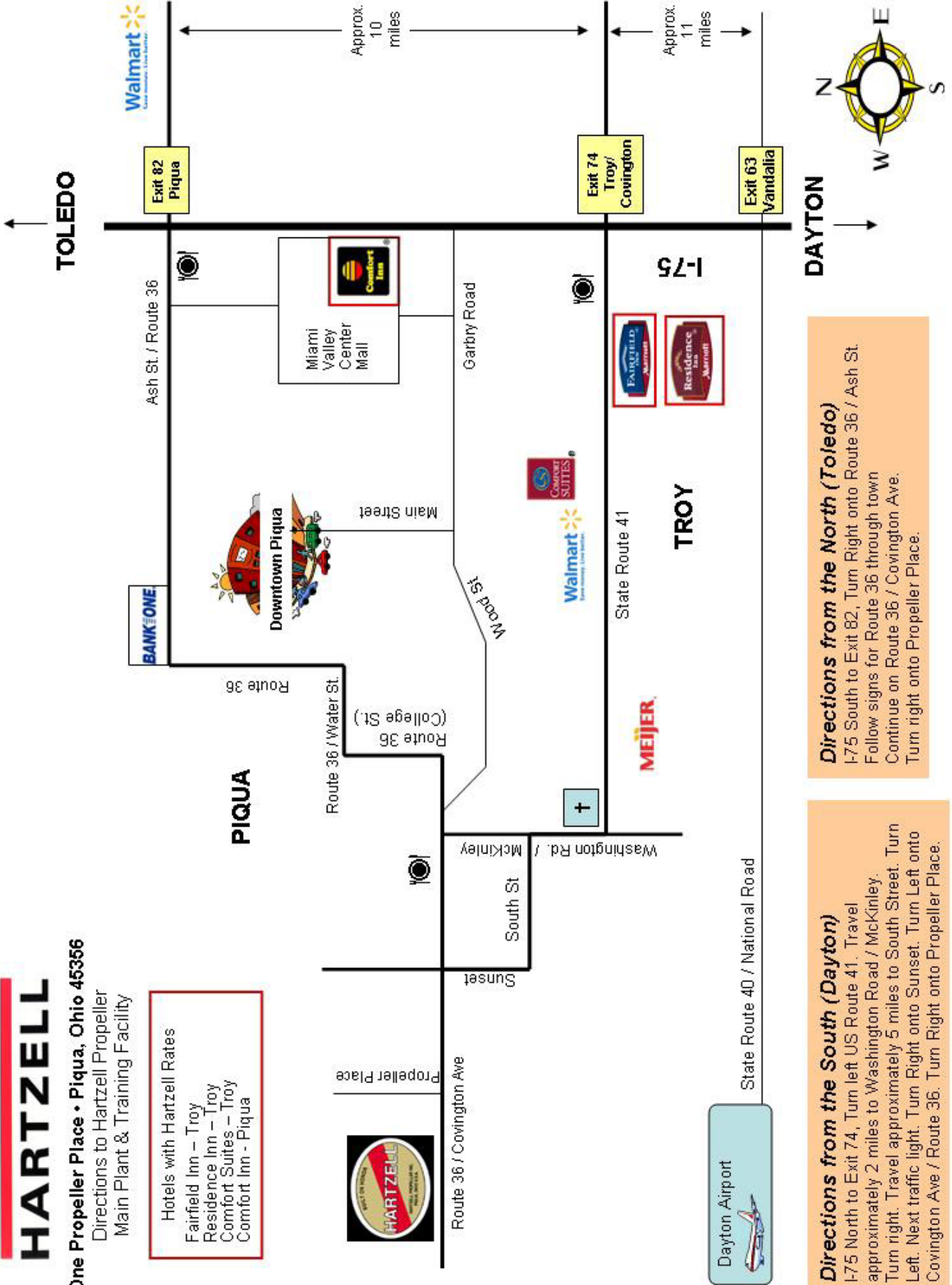
HARTZELL

One Propeller Place • Piqua, Ohio 45356

Directions to Hartzell Propeller
Main Plant & Training Facility

Hotels with Hartzell Rates

- Fairfield Inn – Troy
- Residence Inn – Troy
- Comfort Suites – Troy
- Comfort Inn - Piqua



Directions from the North (Toledo)
 I-75 South to Exit 82, Turn Right onto Route 36 / Ash St.
 Follow signs for Route 36 through town
 Continue on Route 36 / Covington Ave.
 Turn right onto Propeller Place.

Directions from the South (Dayton)
 I-75 North to Exit 74, Turn left US Route 41. Travel
 approximately 2 miles to Washington Road / McKinley.
 Turn right. Travel approximately 5 miles to South Street. Turn
 Left. Next traffic light. Turn Right onto Sunset. Turn Left onto
 Covington Ave / Route 36. Turn Right onto Propeller Place.



RESERVATION FORM

Return reservation form and applicable fee to:

Hartzell Propeller Inc.
Attn: Product Support Department
One Propeller Place
Piqua, Ohio 45356-2634 U.S.A.
Telephone: (937) 778-4320
Fax: (937) 778-4391
Email: training@hartzellprop.com

Company Name: _____

Attendee Name: _____

Street Address: _____

City: _____ State: _____

Postal Code: _____ Country: _____

Phone (including Country Code): _____

Fax (including Country Code): _____

Email Address: _____

Class Selection and Payment Information

Class Title: _____

Class Date: _____

Class Fee: \$ _____ Note: Tuition payment is required in full with completed registration form.

Payment Option:

Copy of Check Enclosed* ACH/Wire Transfer* Credit Card (see below) Net 30 Terms**

*Note: Please see the following page for additional instructions on processing payments via ACH, Wire Transfer, or Check.

**Note: Billing will occur immediately following Hartzell acceptance of class registration for customers with existing Net 30 terms.

Credit Card # _____ Expiration Date: _____ Security Code: _____

Type: Visa Master Card Discover American Express

CC Name and Billing Address: _____

This Section for Hartzell Use Only

Class Instructor _____

Invoice/Proforma Invoice # _____

Student Paid-in-Full Date _____

Student Screening Date _____



Banking / Payment Instructions

Hartzell Propeller Inc.

*****IMPORTANT*****

Email remittance details to: ar@hartzellprop.com
for ACH and Wire Transfers (Options 1 & 2)

1. ACH TRANSFERS (EFT) - Similar to a wire transfer, but less bank fees for both parties.
This is the preferred method of payment

2. WIRE TRANSFERS - When an ACH transfer is not an option with your bank

ACH & Wire Transfers ***Email advice to: ar@hartzellprop.com***

The PrivateBank
120 South LaSalle
Chicago, IL 60603 USA
ABA No. 071006486

--OR--

SWIFT ID: PVTBUS44
Account No. 2174960
Account Name (Beneficiary): Hartzell Propeller Inc.
Reference Nos.: Sender of funds to supply QT #, CO #, PO # or customer #
so applicable Hartzell account can be credited with the funds

3. CHECKS - Must be payable in U.S. dollars and drawn on a U.S. bank

A. Mail ONLY checks and remittance advices to IL (Illinois)
(1st class mail only. If special courier is used, see option B)

Hartzell Propeller Inc.
8345 Solutions Center
Chicago, IL 60677-8003

B. OVERNIGHT / SPECIAL COURIER DELIVERIES (FEDEX, UPS, or other)

Hartzell Propeller Inc.
Lockbox Number 778345
350 East Devon Ave
Itasca, IL 60143

*****NOTE (ALL TRANSFERS): EMAIL COMPLETE PAYMENT DETAILS TO*****
ar@hartzellprop.com