

Attendance Verification Form for PINRA



**Participant Information**

|  |  |
| --- | --- |
| Name as it appears in RID |  |
| RID Member # |  |
| Email Address |  |
| Phone Number |  |

|  |  |
| --- | --- |
| **Activity Title** |  |

**Dates and Times You Attended**

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity Date** | **Start Time** | **End Time** | **Total # of hours** excluding lunch andbreaks |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total contact hours for CEUs** |  |

I certify that the above information is correct.

|  |
| --- |
| **In Person Events** |
| Presenter/Coordinator’s Name  |  |
| Presenter/Coordinator’s Signature |  |

|  |
| --- |
| **Virtual Events** |
| I, |  | self-certify that I attended/completed this online event. |
| Participant’s Signature |  |

Documentation is due to CMP@parid.org within 15 days of completion of the activity.

1. Completed verification form
2. Copy of the event agenda with times, if available
3. Copy of one page from a handout received while at the event or a screenshot of the event
4. Certificate of attendance