



SPEAKER CPE FORM

Please complete this form and sign at the bottom to certify your time.
Note, this is not an official certificate. The official certificate will be emailed to you within two weeks of the event.

Event Name:
Event Date: **Location:**

Speaker Name: Credentials:

Firm/Company: Title/Position:

Firm Address: City, State, Zip:

Firm/Company Phone: Firm/Company Fax:

Direct Phone: Ext.: Cell Phone:

Email:

1. Session Title:

Minutes of Preparation: Minutes of Presentation:
(max = double presentation time)

2. Session Title:

Minutes of Preparation: Minutes of Presentation:
(max = double presentation time)

3. Session Title:

Minutes of Preparation: Minutes of Presentation:
(max = double presentation time)

50 Minutes = 1 hr CPE	Total minutes earned: <input type="text"/>
75 Minutes = 1.5 hrs CPE	
100 Minutes = 2 hrs CPE	
	Total hours CPE credit: <input type="text"/>

***Please round incomplete hours down to the nearest half-hour.
Half-hour credits are permitted after the first full credit hour has been earned in a given learning session.***

Signature of Speaker