



Speaking Documentation Form

Please send this documentation and attachment(s) with your CEU Submission Form when you recertify.

The CEU Submission Form is located in the Recertification Center of the CNLA Website at www.canadanursery.com and is due to CNLA by the end of your two-year recertification cycle as indicated by your good-through date. Please contact certification@cnla-acpp.ca or call the CNLA Certification Department at (888) 446-3499 with questions.

Certificant's Name: _____

Event / Program Title: _____

Host Organization/Institution: _____

Date of Event: _____ Total Speaking Time: _____

Session/Course Title: _____

Event or Session Description: _____

Dates/Times Spent in Preparation: _____

Description of How You Prepared for the Presentation: _____

Number of CEUs Earned for Preparation (1 CEU per hour of course preparation under Education – Educ5 Category; subject matter must be green industry or job related): _____

Number of CEUs Earned for Actual Presentation (1 CEU per hour of instruction under Service – Serv4 Category with a maximum of 8 service CEUs allowed; subject matter must be green industry or job related): _____

IMPORTANT: Each presentation and preparation for presentation may be counted only once during a two-year recertification period and cannot earn additional CEUs in future recertification periods unless proof is given that a considerable amount of further research and/or preparation was completed.

Attach a copy of the program brochure or advertisement promoting your presentation.

Fax, email, or mail this form, attachment(s) with your CEU Submission Form by your good-through date to CNLA: 7856 Fifth Line South, Milton, ON L9T 2X8 or certification@cnla-acpp.ca. Fax: (905)875-1840