

CONTINUING EDUCATION COURSE/SEMINAR ATTENDANCE REPORT

This report must be submitted no later than the 15th day of the month following completion of the course/seminar. Use a separate RF-4 attendance report for each course/seminar.

Vendor Name: _____ LCE Number: _____

Telephone number: () _____ Tracking Number: _____

Course/Seminar Title: _____
 (Use the exact title as registered with the LREC or the report will not be accepted.)

Check here for live presentation

Day: _____ Date: _____ Time: _____

Address: _____

City, State, Zip: _____

Check here for distance learning

Month: _____ Year: _____ Written Computer-based Video Internet

	ATTENDEE NAME	LICENSE NUMBER	CREDIT HOURS
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			

I attest that the individuals listed in this report completed this course/seminar and have been issued a certificate or letter verifying completion of continuing education hours as indicated in this report. I understand that any misrepresentation in the submission of education documents and/or reports to the Louisiana Real Estate Commission may be grounds for disciplinary action.

Submitted by: _____ Date: _____
 (Authorized Representative)

