



**Pennsylvania Certified Paralegal (Pa. C.P.)  
Proof of Attendance for Continuing Legal Education (CLE) Event**

*This Certificate should be retained by the participant to be submitted with the Pa.C.P. Renewal Application*

**USE OF THIS FORM MUST BE ACCOMPANIED BY SUPPORTING DOCUMENTATION**

*A copy of the agenda or brochure must be included with this completed Proof of Attendance form for purposes of indicating start and finish times, name of the entity which preapproved the CLE credits (if any), number and type of CLE credits and any additional information which may be required to approve the requested CLE credits.*

**Participant Information:**

Name: \_\_\_\_\_ email: \_\_\_\_\_

Employer: \_\_\_\_\_ phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Provider Information:**

Host/Provider: \_\_\_\_\_

Seminar Title: \_\_\_\_\_

Speaker: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Length of Presentation: \_\_\_\_\_ hours substantive (S) \_\_\_\_\_ hours ethics (E)

**Participant Verification:**

*By signing below, the participant hereby certifies that he/she has attended the above CLE event for the length of time hereby noted:*

No. of Hours Attended by Participant: \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_

*When counting CLE credit hours, count only the actual hours of instruction. Credit is not given for lunch, breaks, registration or social periods.*

Participant's Signature

**Supporting Verification:**

A Supporting Verification is required in order to validate this Proof of Attendance. Such Verification may be provided by the Participant's employer, the seminar speaker or provider/moderator, or similarly authorized individual (please specify below).

The following authorized signature certifies that the Participant named in this Proof of Attendance participated in the above-named seminar for the number of hours indicated in the Participant's Verification:

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
phone or email

Basis of Authority (check one): ☐ Employer ☐ Speaker ☐ Provider/Moderator ☐ Other: \_\_\_\_\_