



California Board of Accountancy
2450 Venture Oaks Way, Suite 300
Sacramento, CA 95833

phone: (916) 263-3680 fax: (916) 263-3675 web: www.cba.ca.gov



Participant Attendance Confirmation Form

The California Board of Accountancy (CBA) is confirming attendance (not registration) at the continuing education course(s) listed on the following page. This written confirmation is an essential step in the CBA’s review of the licensee’s compliance with the continuing education requirements.

To be completed by the licensee:

Name of Licensee: _____ License # _____

I authorize the course provider below to verify my hours of attendance for the course(s) listed below.

Signature of Licensee: _____ Date: _____

To be completed by the course provider:

Name of Provider: _____

Address of Provider: _____

Information from our attendance records, for the herein identified licensee, is noted on the following page. The attendance hours are correct except for:

Provider Signature: _____ Date: _____

Please return the form to the CBA at renewalinfo@cba.ca.gov (preferred), or by mail at:

California Board of Accountancy
Renewal & Continuing Competency Unit
2450 Venture Oaks Way, Suite 300
Sacramento, CA 95833

