



Sedgwick County... working for you

Metropolitan Area Building and Construction Department
271 W. 3rd St. N., Suite 101, Wichita, KS 67202 - www.sedgwickcounty.org - TEL: 316-660-1840 - FAX: 316-660-1810

CONTINUING EDUCATION LOG

Name of Certificate Holder _____

Current Address _____
city state zip code

Phone (____) _____ (____) _____
home cell

FOR THE REPORTING PERIOD JANUARY 20____ TO DECEMBER 20_____

As per state statute, each licensee is required to maintain the records to support credits claimed, and keep attendance verification records in the form of completion certificates or other documents supporting evidence of attendance and must present them to Metropolitan Area Building and Construction Department upon request. You are required to keep these records for at least 4 years.

Please use this log to track CEU's earned.

Table with 4 columns: Dates of Activity (MM DD YY), Title of Program/Description, Name of Sponsoring Organization/School Location (City & State), and Number of CEU's Earned. The table contains 6 empty rows for data entry.

Submit to Metropolitan Area Building and Construction Department with your certificate renewal form (please keep a copy for your records)

_____ total CEU's claimed

I hereby certify that the above information is correct and true, to the best of my knowledge.

Signature _____