**Instructions:**

* Download and print this form.
* Bring this form with you to your presentation.
* Complete this form and email it (as a pdf or image file) to discoverhci@cchicertification.org.
* Completed forms must be received by CCHI via email within 10 days of the date of the presentation.
* Take a photo of yourself at the event and submit (email) with the completed form.

**Voucher:**

Presenters who meet the guidelines will receive a $10.00 voucher applicable toward the certification renewal. Voucher is emailed to the presenter within 4 weeks of submission. One voucher will be issued per qualifying presentation. Presenters can accumulate up to 5 vouchers ($50.00) during each two-year certification renewal cycle.

**Qualifying guidelines:**

* Audience – School children, university students, community organizations/clubs (example: 4H, Boys and Girls Club, refugee center, etc.)
* Venue – Career Fair, classroom guest speaker, etc.
* Duration – presentation must be a minimum of 20 minutes

**Presenter information:**

First name:

Last name:

Email:

Telephone number:

Presenter’s Signature

**Please check all boxes to indicate your agreement and acceptance of terms and sign.**

🞏 I understand that decisions on vouchers are CCHI’s sole discretion and decisions are final.

🞏 I agree and consent to the use of my name and likeness/photograph in connection with any publicity, advertising, and promotion activities related to the presentation referenced in this form.

🞏 I agree to indemnify and hold harmless any and all directors, officers, agents, and employees of CCHI from any and all liability arising in connection with this presenter verification form.

**Presentation Venue**

Host organization name:

Date:

Time/duration:

**Presentation Verification**

Host first and last name:

Host signature:

**Summary of Experience**

*CCHI is interested in knowing more about your experience presenting. Please write a brief description summarizing your experience. Consider including the following information: Attendee demographics, number of attendees, reactions and questions to content presented, tips for other presenters, etc.*