



**HUNTINGTON UNION FREE SCHOOL DISTRICT
P.O. BOX 1500
HUNTINGTON, NY 11743**

CONFERENCE ATTENDANCE CERTIFICATION FORM

All Huntington UFSD employees must submit proof of attendance for conferences and/or seminars paid for by the District. Bring this form to the conference and have signed by the presenter. This form must be attached when submitting for reimbursement.

Name of Attendee: _____

Conference Title: _____

Conference Location: _____

Date(s) of Conference: _____

Start & End Times: _____

of Hours Awarded: _____

Vendor Representative Name: _____
(Please Print)

Vendor Representative Title: _____

I verify that the above-named Huntington UFSD staff member attended this conference/workshop.

Signature of Conference Vendor Representative:
