



FOR OFFICE USE ONLY

Date Received \_\_\_\_\_  
Total PDH's Reported \_\_\_\_\_  
Carryover Hours \_\_\_\_\_  
Written documents Furnished? Yes \_\_\_\_\_ No \_\_\_\_\_

DEPARTMENT OF COMMERCE AND INSURANCE  
TENNESSEE STATE BOARD OF EXAMINERS FOR LAND  
SURVEYORS Reporting Form for Continuing Education for 2015

NAME \_\_\_\_\_ License Number \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

COUNTY (If a Tennessee resident) \_\_\_\_\_

PLACE OF EMPLOYMENT \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ Social Security # \_\_\_\_\_

PHONE \_\_\_\_\_ (W) \_\_\_\_\_ (H)

\_\_\_\_\_ (Fax) E-Mail Address \_\_\_\_\_

Being a newly registered land surveyor on \_\_\_\_\_, I am exempt from  
Date of Registration

continuing education for this 2014-2015 renewal.

Program # & Date Completed	Activity Title & Description of Course/Seminar	Sponsoring Organization & Program Location (City and State)	Total # of PDH'S

**WARNING:** This document is subject to audit by the Board. False documentation could result in the loss of your Tennessee Land Surveyor's certificate.

## AFFIDAVIT

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I hereby certify the above-mentioned information to be true and correct.

\_\_\_\_\_  
Land Surveyor's Signature

## INSTRUCTIONS – PLEASE READ CAREFULLY –

### **YOU MUST USE THE ORIGINAL CONTINUING EDUCATION FORM WHEN SUBMITTING YOUR CONTINUING EDUCATION INFORMATION.**

All surveyors registered to practice in Tennessee must complete this form, sign the affidavit above and mail to the Board office at the address listed below. You **must** also **INCLUDE THIRD PARTY DOCUMENTATION (i.e. certificate of completion)** of your attendance. If courses did not have prior approval, information on the course must be supplied, along with third party documentation showing proof of attendance.

Continuing education documentation may be sent to the Board office as soon as the course/seminar is taken and you have received a certificate of completion. **PER CHAPTER 0820-5-.03(3), THE BOARD WILL NO LONGER ACCEPT OR GIVE CREDIT FOR HOURS TAKEN BUT NOT TURNED IN WITHIN THE APPROPRIATE TIME. IF YOU TAKE A COURSE(S)/SEMINAR(S) IN 2014, THE DOCUMENTATION NEEDS TO BE TURNED IN TO THE BOARD OFFICE BY DECEMBER 31, 2014, ALONG WITH THIS FORM. NO EXCEPTIONS WILL BE MADE. IT IS UP TO YOU, THE LAND SURVEYOR, TO PROVIDE THE BOARD OFFICE WITH PROOF OF ATTENDANCE, NOT THE COURSE/SEMINAR PROVIDER** Send all information pertaining to continuing education to the address shown below:

Tennessee Board of Examiners for Land Surveyors  
500 James Robertson Parkway  
Nashville, TN 37243-1146  
Phone: 615-741-3611  
Email: [donna.moulder@tn.gov](mailto:donna.moulder@tn.gov)