

MSU Tax School Group Moderator Form

This form is for two or more individuals. The group must appoint a moderator who will answer polling questions/attendance prompts on behalf of all those in attendance and submit the responses online during the webinar. The moderator will attest to the group's attendance by collecting signatures and completing the information below. You must fill out a form for **EACH DAY** of the webinar.

Date of webinar: _____

	Full Name (type or print clearly)	Signature A.M.	Signature P.M.
1.			
2.			
3.			
4.			
5.			
6.			
7.			

Moderator Information

As group moderator, I verify and certify by signing below that all participants listed on this attendance sheet participated in the webinar and should be awarded CPE credit as long as they have registered and paid for the program and provided the MSU Tax School with their PTIN.

Print Name

Signature

Moderator's Email Address: _____

Moderator's Phone Number: _____

This form should be scanned and submitted to itschool@msu.edu within 24 hours of the webinar.