Dear

Your event is formally approved for IICRC Continuing Education Credit (CEC) hours. Your approved event will be registered on the IICRC Website as indicated below. The event will award CEC hours to any IICRC registrant in the Cleaning & Restoration, Master, or Inspection Certification categories. IICRC approved events are no longer assigned event numbers.

Your approved event status includes access to, and limited use of, the IICRC logo. Please review the Logo use policy included in this packet. The logo is authorized for use on promotional items, course documents, and course-related website advertising.

Event Description: **Approved Credit Hours:**

Ongoing Event: **Online Event:**   **One-Time Event:**

A digital PDF sign-in sheet is attached. Completed forms should be submitted to **CECcourse@iicrcnet.org**. If your course does not require the use of the bulk sign-in form, please provide the approved Certificate of Attendance to all the registrants to ensure they receive their credit hours. Certificates of attendance should be emailed to **CECcourse@iicrcnet.org**, or submit a copy when their renewal invoice is paid. Thank you for your support of the IICRC. We wish your event success!

 Sincerely,

Holly Kimber

IICRC Event Approvals
E: CECcourse@iicrcnet.org

IICRC Continuing Education Policy

- One CEC (continuing education credit) awarded for each one (1) hour of training. A maximum of seven (7) hours awarded per day.
- Industry Trade Show attendance award two (2) credit hours.

Log in to your profile to track your hours

- Credits are now easier to track by the hour instead of by day and allow for recognition of more industry related coursework.
- To submit documentation of completed hours, email to **CECcourse@iicrcnet.org**.

Required Event Updates

Forms provided with your approval packet are to be used for attendees seeking award of IICRC credit hours.

All on-line advertising and event information is required to reflect award of IICRC credit hours.

Sponsors are authorized to use custom certificates of attendance. All customized certificates are required to include:

- Event Description
- Event Date
- Event location
- Credit Hours
- Technicians' Full/Legal Name
- IICRC Registrant Number
- Signature of the Instructor/School Official

IICRC Approved CEC Events are listed and searched for based upon the following criteria:

- **One-Time CEC Events** – These are date-specific events search-able at **www.iicrccecevents.org** by selecting the scheduled events CEC tab.
- **On-Going/On-line CEC Events** – These are search-able at **www.iicrccecevents.org** by selecting the on-going CEC events tab. Ensure the website address provided on your application will direct visitors to the course listing or training page.

IICRC
Institute of Inspection Cleaning and Restoration Certification

BRANDING GUIDE

The IICRC logo appears on a white background in 4-color process, 3-color PMS, solid black or grayscale. It can also be reversed to white when placed over a solid background.

The elements of the logo are locked and should not be rearrange in any way, including all text.

There must be a .5x margin of white space surrounding all four sides of the logo, where x is the width of the sphere. The elements of the logo should not be rearranged or altered in any way. The sphere should never stand alone. The black and white versions of the logo appear on colored backgrounds as long as those backgrounds are free of patterns and preserve legibility.

The Gotham type face used houses three font variations which will accomidate a variety of design applications. While the variations of the Gotham family can be used intercahngeably, alterations to the logo and tag line type are prohibited.

COLORS

Primary color:

PMS Process Cyan	100C, 0M, 0Y, 0K
PMS 376	39C, 0M, 100Y, 0K
PMS 2757	69C, 100M, 0y, 2K
PMS Black	0C, 0M, 0Y, 100K

Secondary colors:

PMS 2925	85C, 24M, 0Y, 0K
PMS 7472	70C, 0M, 38Y, 8K
PMS 668	52C, 49M, 0Y, 14K
PMS 612	0C, 2M, 100Y, 20K

Sphere incon builds (4-color builds)

- 100C, 0M, 0Y, 0K
- 100C, 0M, 27Y, 0K
- 75C, 0M, 66Y, 0K
- 52C, 0M, 85Y, 0K
- 39C, 0M, 100Y, 0K

LOGO

.5in	.5in
	IICRC Institute of Inspection Cleaning and Restoration Certification
.5in	.5in

FONTS

GOTHAM BOOK
Gotham Book

Used website, print and digial ads, etc.

GOTHAM MEDIUM
Gotham Medium

Used as a heading for website, print and digial ads, etc.

GOTHAM MEDIUM
Gotham Bold

Used for Logo "IICRC" only.

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and Restoration Certification

Event Description: _____ **Date:** _____

Location: _____ **Credit Hours:** _____

First Name	Last Name	IICRC #	Date of Birth	Signature

- **Please submit completed sign-in sheets by email to CECcourse@iicrcnet.org**

- Certificate of -
ATTENDANCE & COMPLETION

The above-listed individual has successfully completed _____ hours of Continuing Education Credits (CEC)

for attending the above listed CEC approved course/event

IICRC Certified Technicians are encouraged to continue their education and improve their skill set in the cleaning, inspection, and restoration industry. IICRC certification renewals require fourteen (14) hours of CECs every four (4) years for technicians and fourteen (14) hours of CECs every two years for Master/Inspector designations. IICRC CECs are earned at a rate of one (1) hour for each hour of classroom/online instruction, with a maximum of seven (7) hours in a day and two (2) hours maximum for attendance at an approved tradeshow.

IICRC
Institute of Inspection Cleaning
and Restoration Certification

Date

Richard Greene . President / CEO

IICRC Approved Designee

Peter Duncanson . IICRC CHAIRMAN