

## Obtaining a receipt or invoice for your CRCE application

To get started, access the Application Service Center for the course for which you would like to obtain a receipt.

### Application Service Center

#### Application Forms And Documents

- [Download Completed Application](#)
- [Download Approval Letter](#)

#### Receipts

- [Application Submission, Order #](#)



#### Session Specific Forms

Please choose an activity date/location to generate an attendance log, or an activity date/location **and** a session to generate a certificate of attendance/completion template or an evaluation form.

* Activity Date/Location	<input type="text"/>
* Session	<input type="text"/>

- [Download an Attendance Form](#)
- [Download a Certificate of Attendance/Completion Template](#)
- [Download an Evaluation Form](#)

#### Attendance Reporting

- [Attendance Reporting Grid](#)  
This web-based grid allows you to view all attendance data that has been reported to date for a given session or activity. You may use this grid to report new attendees, or change the existing reported CEAS.Data.
- [Attendance Log Importer](#)  
This importer allows you to upload your Excel 2007 (.xlsx) Attendance Log, and have attendance data bulk imported automatically from that form. Note that once attendance data has been reported for a session in a Traditional program, this option is no longer available for that session.

#### Miscellaneous

- [View and/or Order Additional Activity Repeat Dates](#)
- [Update Presenters or Authors](#)

Click on the "application submission, order #" link under the "receipts" section. This will open a new webpage with all charges and payments for that application. You may print this webpage for your records.