

## CERTIFICATION OF MEETING ANNUAL TRAINING REQUIREMENT

I hereby certify that I have received a minimum of four hours of training on the topics of Sunshine Law, public records, and public service ethics during the year ending \_\_\_\_\_.

Date of Training Session	Length of training (in hours)	Training Method
		Individual live training Group live training Online training Watched or listened to recorded material
		Individual live training Group live training Online training Watched or listened to recorded material
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		Individual live training Group live training Online training Watched or listened to recorded material

Signature of Elected Official: \_\_\_\_\_

Date: \_\_\_\_\_



Tedra Allen &lt;admin@lazylakefl.us&gt;

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**Fwd: 4-Hour Ethics Confirmation**

2 messages

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**Carlton Kirby** <ckirby@lazylakefl.us>  
To: Tedra Allen <admin@lazylakefl.us>

Thu, Nov 2, 2023 at 11:51 AM

Tedra, attached is the confirmation for my ethics training.  
Please let me know if you have any questions.

Thanks,  
Carlton

----- Forwarded message -----

From: **Christen Barton** <cbarton@flcities.com>  
Date: Fri, Oct 20, 2023 at 10:02 AM  
Subject: 4-Hour Ethics Confirmation  
To: [ckirby@lazylakefl.us](mailto:ckirby@lazylakefl.us) <[ckirby@lazylakefl.us](mailto:ckirby@lazylakefl.us)>



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UNIVERSITY

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Ethics Training – Wednesday, October 18, 2023

Dear Carlton Kirby,

This email confirms your completion of the four-hour (4-hour) Ethics Class required in Chapter 112, Florida Statutes. You completed this class on Wednesday, October 18<sup>th</sup>, 2023. The class was virtually held from 10:00 a.m. to 12:00 p.m., covering Florida Ethics Law and 1:30 p.m. to 3:30 p.m. covering Open Records and Public Meetings Law. The required four hours are comprised of:

Two hours of Chapter 112, F.S. – The Florida Ethics Law

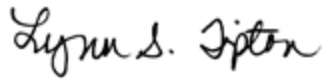
One hour of Chapter 119, F.S. – The Open Records Law

One hour of Chapter 286, F.S. – The Public Meetings Law

The October 18<sup>th</sup> class fulfilled the state-mandated, annual ethics training requirement for 2023. We suggest that you forward this email to your clerk as a record of your Continuing Education in Ethics Training fulfillment for calendar year 2023. If you are in receipt of this confirmation on behalf of an elected official, please forward this confirmation to them. Thank you for your participation, and we look forward to seeing

you at future FLC University programs! If you have any questions, please contact us at the FLC University Office in Orlando: [CBarton@flcities.com](mailto:CBarton@flcities.com) or [407-367-3443](tel:407-367-3443).

Best Regards,



Lynn Tipton

Director, FLC University

Florida League of Cities, Inc.

[ltipton@flcities.com](mailto:ltipton@flcities.com)

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**Tedra Allen** <[admin@lazylakefl.us](mailto:admin@lazylakefl.us)>  
To: Carlton Kirby <[ckirby@lazylakefl.us](mailto:ckirby@lazylakefl.us)>

Mon, Nov 6, 2023 at 9:29 AM

Received, thank you.

[Quoted text hidden]