

ASSIGNED MEETING ATTENDANCE RECORD

Use this form to document assigned meetings due to a positive specimen result.



Mail or fax completed form to:

Address: **Beat It! Employee Assistance Programs**
 20079 Stone Oak Parkway, Ste. 1105-158
 San Antonio, TX 78258

Fax: 800.828.3939

Last Name	First Name		MI
Street Address	City	State	Zip
Daytime Phone	Email Address		
Union	Union Local		

MEETING ATTENDANCE

	DATE	SIGNATURE	MEETING NAME	SIGNATURE
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Once completed, this form may also be emailed directly to krisj@beatiteap.com. Please retain a copy for your records.