

SPEAKER/PROGRAM REQUEST

Day _____ Date _____ Time _____ a.m. p.m.

Name of Organization _____

Meeting Place _____
Room/Bldg. _____

Address _____ City _____ State _____

Topic Request: _____

Anticipated Number in Audience: _____ men women both

Speaking Time Available: _____ minutes

Question and Answer Period Available: yes no

If Speaker Wishes to Illustrate Talk

Will screen be available: yes no

Will an adequate public address system be provided? yes no

Will Meal be Included? yes no

Program Chairman _____

Business Phone _____ Ext. _____ Res. Phone _____

Address _____ City _____ State _____
Zip _____

Remarks:

You will be contacted as soon as your request is received and program arranged.