



# Speakers Bureau

2011 AGENCY SPEAKER REQUEST FORM

The **AGENCY SPEAKER REQUEST FORM** is a fast and easy way to request a knowledgeable and committed United Way advocate to be at your company campaign kick-off. Speakers Bureau members have completed a mandatory training and have been equipped with all the resources to conduct a successful and productive presentation.

### Basic Information

Date Submitted: \_\_\_\_\_ (Please submit requests **2 weeks** prior to event date)

Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_

Meeting Location: \_\_\_\_\_

Directions to Location: \_\_\_\_\_

### Company Information

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Meeting Information:

Meeting Length: \_\_\_\_\_ Speaker Length: \_\_\_\_\_ # in Audience \_\_\_\_\_

Type of Event:

- General Campaign     Kick-Off     Employees     Leadership (requesting top level speaker (i.e. Exec. Dir.) :Yes or No)

United Way priority area of interest:

- United Way Overview     Health     Education     Self-Sufficiency

- Give     Advocate     Volunteer     Other: \_\_\_\_\_

Agency/Speaker requested(if any): \_\_\_\_\_

Comments:

Please contact Cathleen Louisignau at 631-3670 or louisignau@unitedwaymidland.org if you have any questions or concerns.

**GIVE. ADVOCATE. VOLUNTEER. LIVE UNITED.**