

Speech/Event Request Form

Organization:

Non-Profit Organization? YES NO

Name of Event:

Type of Event: Keynote Panel Award Ceremony Other

Date of Event:

Time of Event:

Location:

Is this a Fundraiser? YES NO

Does Your Organization or Board have an affiliation with ACAA? YES NO

Event Contact Person:

Name:

Email:

Telephone:

Requested Speaker from PIT:

Audience:

Other attending from PIT:

Number of attendees:

Media present YES NO UNKNOWN

Specifics:

Topic of Speech:

Time allotted:

AV needed: YES NO

Notes (sponsorship requested, do we need to fill a table, etc):