# ORGANIZATION INFORMATION

Organization / Event Name

Organization Type

**Event Description** 

Website/URL

Street Address

City

State

Zip Code

## CONTACT INFORMATION

First Name

Last Name

Email

Phone Number

Who in your organization is authorized to sign contracts?

#### EVENT DETAILS

Location/Venue (if different than above) Event Date(s) to Number of people attending What date(s) and time(s) will Rev. Stacie speak? What topic would you like for Rev. Stacie to speak on? How long will Rev. Stacie's message need to be? Do you request more than one appearance in a given session? If yes, please give a brief explanation

### TRAVEL & BUDGET

### MARKETING

What is your targeted budget for your speakers?

Are travel and lodging accommodations included?

What is the closest airport?

Will there be a book or product table?

Would you like to pre-order books or products?

If so how many?

## ADDITIONAL INFORMATION

Please feel free to leave any additional information.