

Airport Speakers Bureau Request Form

Thank you for your interest in the Airport Speakers Bureau. Please fill out this form *completely* and submit your request 30 days before the event date.

CONTACT INFORMATION

Contact person:	
Contact's email address:	
Contact's phone number:	

EVENT INFORMATION

Group/sponsor:	
Event name:	
Event location (if virtual, specify; if off-Airport, include address):	
Date and Time of event:	
Time of presentation:	
Purpose of event:	
Topics to be discussed (please give examples of key points to be made):	
Length (time) of remarks:	
Presentation method requested (remarks, panel discussion or PowerPoint):	
Other speakers on the program:	
Audience demography (who is speaker addressing; approx. number of participants):	