2019 Milwaukee Partners in Giving Campaign- Speaker Request

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| **Company Name - Department:** |  |
| **Company Organizer (main contact for event)** |  |
| **Name:** |  |
| **Phone:** |  |
| **Email:** |  |

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| **Audience Information** |
| **Office Environment**  | **(Please Circle one) -** Leadership / Management Staff / Gen Staff / Labor  |
| **Audience Size** | **(Please Circle one) -** under 25 26-50 50-75 75+ |
| **Attire**  | **(Please Circle one)** - Business Casual / Professional Attire / Jeans / Other (list in addn. notes)  |

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| **Event Location** |
| **Address:** |  |
| **Building Name** |  |
| **Room #/Suite #:** |  |
| **Parking Information:** |  |
| **Building/Security access:**  |  |

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| **Company Organizer (main contact for event)** |
| **Name:** |   |
| **Phone:** |   |
| **Email:** |   |

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| **Event Date:** |   | **Type of Event:** |   |
| **Event Time**  | **Start time:** |   | **End Time:** |   |
| **Speaker start time:** |   |
| **Speaker speech length** |   | **Audience Size** |   |
| **Agency speaker preference: (*e.g.* *Education, Income, Health, specific topic, preferred agency)*** | (Please List Three Topics or Charities of Choice, #1 being most important)**1.****2.****3.** |
| **Additional notes/ information helpful for Speaker to know:**  |

*Please complete this form as completely as you can and return 1-2 weeks prior to the date of the speaking event (the more notice- the better!). Please send to* *mfeldmeyer@unitedwaygmwc.org*