

# Speaker Request Form



Please complete and submit the form below to request **Clara Ward** as a speaker for your upcoming event. Print and send hard copy to the address below, or copy and paste the form below into an e-mail and send to: [Clara@ClarasWay.com](mailto:Clara@ClarasWay.com).

Due to scheduling constraints and Clara Ward's health concerns, we may not be able to accommodate every request, but we will certainly do our best. There is no charge to have Ms. Ward speak at your event, but we ask that a **free will offering** be collected to benefit the **Youth Development Center**.

## Section I: Contact Information

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

Company/Organization: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Organization or event website URL: <http://> \_\_\_\_\_

## Section II: About the Conference

Confirmation deadline: \_\_\_\_\_

Event name: \_\_\_\_\_

Event theme: \_\_\_\_\_

City: \_\_\_\_\_

State/Province: \_\_\_\_\_

Date(s) of event: \_\_\_\_\_

Event sponsors: \_\_\_\_\_

Information about your organization: \_\_\_\_\_

\_\_\_\_\_

Conference agenda: \_\_\_\_\_

Invited speakers: \_\_\_\_\_

Other Confirmed speakers: \_\_\_\_\_

Number of expected attendees: \_\_\_\_\_

Audience demographics: \_\_\_\_\_

### Section III: About the Opportunity

Why did you choose Clara as speaker for your event?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of speech: \_\_\_\_\_

Time of speech: \_\_\_\_\_

Is this time slot flexible and/or tentative?

\_\_\_\_\_

Format of talk (circle one) : Panel Keynote, Fireside Chat - Other

\_\_\_\_\_

Topic: \_\_\_\_\_

Q&A included? \_\_\_\_\_

Name of moderator: \_\_\_\_\_

Are press invited? \_\_\_\_\_

Will the session be recorded? \_\_\_\_\_

Please print off and send to the address below, or copy and paste into an e-mail and  
send to [Clara@ClarasWay.com](mailto:Clara@ClarasWay.com).

**Clara's Way (Youth Development Center)**

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