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**Cornwall Alliance Speaker Request Form**

Thank you for your interest in inviting one of Cornwall Alliance’s speakers to your event! We look forward to meeting your need for an outstanding speaker who will inform and motivate your audience.

Here are some basic things to know up front:

1. We ask that the host organization cover all travel costs (transportation, meals, lodging).
2. There will be a negotiable payment to Cornwall Alliance (based on size and resources of host organization).
3. There will also be a negotiable honorarium to the speaker (based on the same criteria).
4. It is typical that a host organization will hold a free-will offering for the Cornwall Alliance at the speaker’s event.
5. At each event, we will provide materials to be sold at a table, and we may ask the host to provide someone to manage this table.
6. We will provide your audience with opportunities to learn more, including by signing up for our email newsletter.

**Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Your name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Your Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Your email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Sponsoring Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Location of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of Expected Attendees (if known): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please email this form to: Megan Kinard, Megan@CornwallAlliance.org.**