



Felicia Young Ministries, Inc. Speaker Request Form

Organization Information

Contact Person/ Title: _____

Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Meeting Logistics

Type of Event: _____

Date of Event: _____ Time of Event: _____

Address of Event Location: _____

Time of Speech: _____ Approximate Length of Speech: _____

Speakers Role

Primary speaker Panel member Invited guest with no presentation

Other (please specify): _____

Where in the meeting agenda will Ms. Young speak? _____

Will there be a Q & A period? Yes No How long? _____

If an informational flier will be sent to attendees, please send a copy to FYM prior to the event.

Media & Audience

Size of Audience: _____ Audience Composition (i.e. government, church, industry, charity, etc.): _____

Will there be media coverage of the event? Yes No

If media coverage is present, please list expected media:

Travel Logistics (if applicable)

Recommended Lodging for Speaker

Lodging Name: _____

Lodging Address: _____

Lodging Phone Number: _____

Transportation

Closest Airport Name: _____

If speaker is flying to your event, will someone meet her and return her to the airport?

YES

NO

Meet at baggage claim

Specify contact name and phone number:

Name: _____ Day phone: _____

Eve. phone: _____ Cell phone: _____

Comments or additional information:

Honorarium

The requesting organization agrees to pay The Felicia Young Ministries a \$ _____ honorarium.
The requesting organization also agrees to pay for the speaker's travel, food, and lodging expenses.

After completing this form, please fax to _____ at () _____. Please complete as much information as possible. After we receive the completed form, we will determine availability. Once we confirm, we will contact you to discuss further details.

Thank you for your interest in The Felicia Young Ministries!

We will make every effort to accommodate your request.