

**Chapter Speaker Request Form**

**for IAEE Board of Directors/Staff**

When requesting an IAEE staff or board member for speaking engagements, please submit the following information to Lisa Buchanan at lbuchanan@iaee.com or fax to 972.458.8119. **For planning purposes, requests should be submitted no later than 31 January 2020.**

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| **Chapter:** | **Contact name:** |
| **Contact email address:** | **Contact phone:** |
| **On-site contact name:** | **On-site contact’s** **mobile number:** |
| **Date of event:** | **Time of event:** |
| **Speaker requested:****[ ]  IAEE Chairperson** **[ ]  Other IAEE Board Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****[ ]  IAEE Chairperson-Elect** **[ ]  Other IAEE Staff Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****[ ]  David DuBois, CMP, CAE, FASAE, CTA, IAEE President****[ ]  Cathy Breden, CMP, CAE, IAEE Executive Vice President & COO/Executive Director, CEIR** |
| **Desired topic:**  |
| **Type of Event** (luncheon, networking, reception, etc): |
| **Expected Attendance:** | **Location** **(include address):** |
| **Will chapter make hotel and ground transportation arrangements:** **[ ]  Yes** **[ ]  No** |

Questions? Please contact Lisa Buchanan, Director of Membership and Chapter Engagement

lbuchanan@iaee.com ● phone 972.687.9231 ● fax 972.458.8119