



**Speaking Request**

**We look forward to helping with your next event!**

Thank you for your request to have Jack Berckemeyer speak at your event. To help us with pricing and logistics, please fill out the brief questionnaire below and return it to [heatherroark@me.com](mailto:heatherroark@me.com). (PLEASE PRINT)

Contact First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Organization: \_\_\_\_\_

Contact CELL Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
(include city, state and zip)

Date(s) of Event: \_\_\_\_\_ Time(s): \_\_\_\_\_  
Name of Event: \_\_\_\_\_

Number of attendees: \_\_\_\_\_ Audience: \_\_\_\_\_  
(i.e., K-12, High School teachers, Middle School, District personnel)

Estimated Budget for Speaker Fees: \_\_\_\_\_

Does your state or school district require extra withholdings from independent contractors? \_\_\_\_\_

**\*\*Please provide information about your location: preferred airport (include regional as well as larger, commercial airports), travel time to/from event to airport, facilities, attendee concerns or other logistical issues:**

\_\_\_\_\_

Address/Location of Event (also include info related to the facilities – gym, auditorium, classrooms, etc.):

\_\_\_\_\_

Keynote Requested? (Include keynote length and time):

\_\_\_\_\_

Number of Breakout sessions and length of time for each Breakout session:

\_\_\_\_\_

Would you like us to submit a proposal that includes all fees and expenses? **(This is only for long-term work)**

\_\_\_\_\_

What speakers have you had in the past?

\_\_\_\_\_

Please note, we do try to work within your budget. We offer discounts for follow-up dates and long-term job-embedded contracts. We can also try to find you another speaker that fits your needs and requirements. Our goal is to work with you to make your event a huge success!