

The Educator Collaborative^{LLC}



Speaking Engagement Survey

Thank you for your interest in our speaking services. To prepare for our work together, and to make sure we can best meet your needs, please take a moment to complete this survey.

Contact Information

Primary Contact

First and Last Name

Title

Phone

Email Address

Contracting/Invoicing Contact (if different from Primary Contact)

First and Last Name

Title

Phone

Email Address

School/Organization Mailing Address (for Contracting/Invoicing)

Street

City

State

Country (if out of US)

Postal Code

Phone

Venue Physical Address (or state "same" if matches mailing address)

Street

City

State

Country (if out of US)

Postal Code

Phone

Special Circumstances

Are there special requirements for Contracting or Invoicing? (Title I application, district provided contract, purchase order requirements, etc). Please specify "none."

Event Description

Please describe the event for which you are requesting speaking services.

Title, number of participants, grade level range, general focus of conference, etc.

Event Details

Dates

Multiple options preferred when possible.

Hours

Up to 6 hours including a 1 hour duty free lunch. Typically 8:30-2:30 or 9:00-3:00.

*Requested Consultants(s)
or say "any"*

and

*Requested Services
(keynote, 2 sessions, book signing, etc.)*

Note: When schedules do not accomodate, we may offer you alternatives.

Any information you provide now will help in arranging travel.

Nearest Airport(s)

Suggested Areas for Lodging

Suggestions for areas to look for lodging or other "while in the area" suggestions.

Ground Transportation

While in the US, we prefer our consultants rent a car. If, instead, you prefer arranging a car service please specify details. While outside of the US, please arrange a car service.

Will a car service be necessary for this event?

No, you are welcome to rent a car for this event.

Yes, a car service will be arranged (*Complete details below*).

Service Company/Driver

Pick-up location

Phone

Submit Completed Survey 

Thank you for taking the time to complete this survey!

*Please "SAVE" and return a completed copy to
Amy@TheEducatorCollaborative.com.*

The Educator 
Collaborative LLC