



Speaker Request Form

Thank you for your interest in having **Craig J. Boykin** speak at your event. In order to help us facilitate your request, please complete and submit the following form (and any corresponding attachments) to craigjboykin@gmail.com, and allow 24-48 hours for decisions to be made.

If you have any questions or need help completing the Speaker Request Form, please contact us at 334-462-6613.

Part 1: Event Organizer

Name of Organization/School Submitting Request: _____

Event Sponsor(s): _____

For Profit/Not for Profit: _____

Coordinator/Point of Contact: _____
(Name, title, email, office phone, cell phone)

Part 2: Event Details

Event Name/Title: _____

Event Location & Event Setting: _____
(City & State, gym, auditorium)

Event Date/Time: _____

Event Type: _____
(conference, dinner, small group, etc.)

Event Purpose/Goal: _____
(PD, Student Assembly, Graduation)

Event Website: _____
(if applicable)

Part 3: Presentation/Speech Details**Requested Topic:** _____**Presentation Format:** _____
(*keynote address, roundtable, panel, etc.*)**Expected Duration:** _____
(*60 minutes, 4 hour, half day.*)**Part 4: Audience Details****Audience:** _____
(*Estimated size of audience*)**Part 5: Additional Information****Deadline for Acceptance:** _____**Allotted Speaker Budget:** _____
(*All inclusive, dining, lodging, travel, etc.*)

Please submit this completed form and any corresponding attachments to craigboykin@gmail.com.

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