



# refocus

COUNSELING & CONSULTING  
SERVICES LLC.

## Workshop/Training Request Form

TELEPHONE: (912)687-6422

We provide workshops and trainings on a variety of topics promoting individual success and well-being. We will be pleased present to your group, provided that we have the staff available at the date/time requested. To better accommodate requests, requests must be submitted at least 2 weeks in advance of the presentation date.

A Nonrefundable fee of \$50 is required at the time workshop is scheduled. Thank you.

Please fill out the following request form and email to: [refocus123@gmail.com](mailto:refocus123@gmail.com)

Date Request Received: \_\_\_\_\_

Program Requester: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Requested Date of Outreach: \_\_\_\_\_

Time Requesting: \_\_\_\_\_

Type of Outreach:

Information Table  Presentation  Workshop  Panel Discussion

If requesting a presentation, please provide the expected presentation length:

30min

60min

90min

Other: \_\_\_\_\_

Estimated # of Participants: \_\_\_\_\_

Location: \_\_\_\_\_

Program Topic:

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Please allow at least two business days to reply to your request before following up.