# Speaking Engagement Request

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|---|---|
| Event Name: | |
| Sponsoring/Hosting Organization: | |
| Speaker requested: | |
| Date: | |
| Time: | |
| Location: | |
| Uniform: | |
| Objective/Subject: | |
| Audience (number and make-up): | |
| Sequence of Events: | |
| Will there be Media present? | |
| Onsite POC & Cell Number: | |