

CarolWain.com

Skype: IDICarol  
Telephone: 877-206-9950  
Email: Carol@CarolWain.com



## Carol Wain Speaking Request Form

Thank you for your interest in having Carol Wain speak at your event.

In order for us to consider your request as efficiently as possible, please fill out the following form with as much detail as possible and email to [support@carolwain.com](mailto:support@carolwain.com) or fax to 877-206-9950

Company / Association / Organization Name \_\_\_\_\_

Name \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Your Phone# \_\_\_\_\_

### Event

What is the title and focus of the event? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Where is the venue for the event? \_\_\_\_\_

What are the date(s) / time(s) of the event? \_\_\_\_\_

\_\_\_\_\_

What date / time would you like Carol to speak? (Carol's preference is the 2nd day, prior to lunch at Live Events)

\_\_\_\_\_



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What promises have been made to the attendees? \_\_\_\_\_

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What are the attendees paying to attend the event? \_\_\_\_\_

How many attendees do you expect? \_\_\_\_\_

Has this event been done before? \_\_\_\_\_

How many attended last year? \_\_\_\_\_

Who were the presenters last year?

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What does the audience like and dislike (according to previous presentation feedback?)

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What speaker expenses are you paying (airfare, ground transportation, hotel, meals, etc.)? \_\_\_\_\_

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What equipment is provided? \_\_\_\_\_

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What equipment do you expect Carol to provide? \_\_\_\_\_

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How are you promoting the event and to how many people? \_\_\_\_\_

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Will Carol have additional obligations in order to participate? \_\_\_\_\_

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## Audience

Can you identify the % breakdown of the audience (males/females, rank within the profession or company, level of sophistication, average age, ranges of age, etc.)

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Would you say that your audience is.... (check all that apply)

<input type="checkbox"/>	Fun loving	<input type="checkbox"/>	Serious
<input type="checkbox"/>	Easy-going	<input type="checkbox"/>	Open and co-operative
<input type="checkbox"/>	Self-conscious	<input type="checkbox"/>	Demanding
<input type="checkbox"/>	Comprise of people with bigger than "normal" egos	<input type="checkbox"/>	
<input type="checkbox"/>	Conservative	<input type="checkbox"/>	Ultra-Conservative
<input type="checkbox"/>	Liberal	<input type="checkbox"/>	Other

Can you give Carol the names and phone numbers of people she might contact to be sure she provides the most value for the audience? \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number \_\_\_\_\_

## Presentation

What are your specific objectives for Carol's session? \_\_\_\_\_

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What three things would you like the audience to walk away with? \_\_\_\_\_

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Are there any issues/topics in particular that Carol should discuss during her presentation? Are there key issues to avoid (if any)? Are there any subjects, words, phrases or concepts that the audience is negative about and Carol should avoid? \_\_\_\_\_

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Is there a theme or slogan you want repeated, or used as theme in Carol's presentation? \_\_\_\_\_

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Is there an opportunity to pitch products/sell to audience? If so, what prices? \_\_\_\_\_

## Final Thoughts

What questions should Carol have asked but she hasn't (about the event, the audience, the expectations and/or the presentation)? \_\_\_\_\_

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Please fax to 877-505-6452 or email to [support@carolwain.com](mailto:support@carolwain.com) Thank you!