



## Speaking Questionnaire

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Thank you for your interest in having Whitestone Professionals, LLC provide engaging education for your event. In order to provide the best experience possible for your group, please answer the following questions. The more information we have, the better we can customize our presentation to accomplish your purposes. We look forward to working with you!

Contact person: \_\_\_\_\_

Title/position: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

Other important contact info: \_\_\_\_\_

Event: \_\_\_\_\_

Date: \_\_\_\_\_

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

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

1. What is the theme for the event? \_\_\_\_\_

2. What is the purpose of the event?

Honor an individual or group of people: \_\_\_\_\_

Educate the audience about \_\_\_\_\_

Motivate the audience

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

3. What is the desired outcome for the speaker's presentation?

Motivate

Educate

Inspire

Honor/Appreciate the audience for accomplishment

Fun and team-building

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



4. How many people will be attending (approximately)? \_\_\_\_\_
5. Who will be participating?
- Staff consisting of the following positions: \_\_\_\_\_
  - Professionals in these fields: \_\_\_\_\_
  - Parents
  - Students
  - Mixed audience including: \_\_\_\_\_
  - Other: \_\_\_\_\_
6. Is there something from a previous WhiteStone Professionals presentation that you want us to include in this presentation? \_\_\_\_\_
7. What else do we need to know to make this the best possible presentation for you and your group? \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

PLEASE RETURN THIS COMPLETED FORM AS SOON AS POSSIBLE to  
[Dawn@whitestonepros.com](mailto:Dawn@whitestonepros.com).

THANK YOU for allowing us to serve you well!