



Speaker Information Form

_____ Chapter of the IADD

Date: _____

Name: _____

Title: _____

Company: _____

Address: _____

Telephone: _____ **Fax:** _____

E-mail: _____

Brief Biographical Information to be Used in Introduction to Attendees:

Equipment Needs

Please have the following audiovisual equipment available for my presentation:

Travel Itinerary

I have made my hotel reservations for arrival on _____ and departure on _____ at _____ (Hotel).

_____ Yes _____ No

Please return this form by _____ to:

Chapter Chairperson

Address

Telephone:

Fax: