

## Request a Commissioner to Speak at Your Event

### Requestor Information

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

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

### Event Information

Type of Event (luncheon, conference, convention, etc): \_\_\_\_\_

Estimated number of attendees: \_\_\_\_\_

Description of Program (attach additional information if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

Duration of Event: \_\_\_\_\_

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

Is there a reimbursement for speaker expenses?  Yes  No

If yes, please provide guidelines.

Based on the description of your program the ABA Commission on Women in the Profession may distribute its own reference materials. Will this be permissible?

Yes  No

Please fax your request to the attention of Alia S. Graham at 312-988-5790 or send via e-mail to [grahama@staff.abanet.org](mailto:grahama@staff.abanet.org). If there are questions, please call 312-988-5715.