

# Speaking Request Form

Thank you for your interest in inviting Peter to speak at your event!

Please complete this form and submit it to Addison Hurst, executive coordinator, at [ahurst@hopeinternational.org](mailto:ahurst@hopeinternational.org). Addison can also be contacted via email or phone (717.464.3220 x222) with any other related questions.

Thanks again, and we'll be in touch as soon as possible about Peter's availability.

General information	
Organization	
Contact name	
Contact email	
Contact phone	
Event information	
Event name	
Date(s)	
Start time	
End time	
Location	
Purpose/theme	
Website	
Event attire	
Peter prefers to partner with organizations that invite speakers from diverse backgrounds. Does your organization intentionally seek to highlight diverse voices (race, gender, etc)?	

## Speaking details

Speaking topic(s)	
Speaker arrival time	
Duration of talk	
Start time of talk	
End time of talk	
A/V capabilities	
Anticipated audience size & demographic	

## Travel & compensation

Nearest airport	
Distance between airport and speaking venue	
Will your organization arrange airport pick-up and drop-off?	
Will your organization cover transport and lodging expenses?	
Will your organization offer a speaker honorarium?	

## Speaker resources

Is there space to set up a table with information about HOPE International?	
Will your organization be stocking/selling Peter's books, or will he need to provide them?	

## Additional notes

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