

Pre-Program Questionnaire!

Inquiry Date: _____ Date of Program: _____

Name of Contact: _____

Title/Position: _____

Company: _____

Address: _____

City; State, Zip: _____

Phone: _____ FAX: _____

E-MAIL: _____

WEB SITE: _____

Referred by: _____

Length of Speech: _____ Times for Speech: _____

Location: _____

Fly Into: _____

Meeting Theme: _____

Subject Matter: _____

What are your organization's Priorities? _____

What are your organization's Challenges? _____

What Line of Business are you in? _____

Who are your Customers? _____

Who will be Attending? _____

How many Attendees? _____ Age of Attendees: _____

Do you have a copy of the Program for our review? _____

What qualities are you looking for in a Professional Speaker? _____

Who besides yourself is involved in the decision making? _____

More than anything else, what do you want Dr. Wayne to accomplish for your folks?

What Professional Speakers have you used in the past and what did they speak about?

What do you want the attendees to **THINK** and **DO** differently as a result of the program?

How are you going to reinforce the ideas presented **AFTER** the program is over?

How will you know if I've been successful? _____

What is Dr. Wayne's Proper Attire? _____ Business Suit _____ Casual _____ Black Tie

The Introducer's Name & Phone # _____

In case of an Emergency prior to the booking, whom can we contact? _____

Are there any Sensitive Issues to be avoided? _____

Names & Numbers of 4 people who will be in attendance with permission to call them to
"Pick their Brains" so we can tailor the presentation for you.

1. _____ Phone # _____

2. _____ Phone # _____

3. _____ Phone # _____

4. _____ Phone # _____

Please fill this **Pre-Program Questionnaire** out and fax back to the Bureau or Agent you are working with so we can do our homework to make this a memorable event for your next convention.