



SPEAKING ENGAGEMENT REQUEST FORM

Please email or mail the completed form back to our office.

BOOKING A SPEAKER

The honorarium is flexible, plus mileage @ IRS prevailing rate for business travel or airfare from Philadelphia Pa, along with overnight accommodations, meals, and incidental expenses for the speaker and their Assistant.

EVENT INFORMATION

NAME OF EVENT: _____

DATE OF EVENT: _____

LOCATION OF EVENT (Venue & Address): _____

CONTACT INFORMATION

CONTACT PERSON: _____

EMAIL: _____

PHONE: _____

CHURCH/MINISTRY: _____

CHURCH/MINISTRY WEBSITE: _____

EVENT DETAILS

Brief description of the event: _____

Who is the target audience? _____

Expected attendance #: _____

Event Sponsor: _____

PointMan Ministries Speaker(s) Requested:

Ron Fraser

Doug Dougherty

Christopher Wright

Jon Snyder

Event Schedule (specific time(s) speaker will be scheduled): _____

Topics you would like speaker(s) to address: _____

When do you require speaker(s) to arrive at event: _____

When will speaker(s) be available to return home: _____

TRAVEL DETAILS

Local Airport: _____

Travel Time from airport to event: _____

Will you cover travel expenses (including airfare, lodging, meals, rental car – as necessary) YES NO

PointMan Ministries

256 Eagleview Blvd, Suite 324 | Exton, PA 19341

PHONE: 610-906-6638

EMAIL: info@PointManMinistries.net

WEB: www.PointManMinistries.net