



## 110.10 Programs - Guidelines for Speakers

The Rotary Club of Victoria (Club 90) was formed in 1913 and currently has approximately 60 members. Our motto is *Service Above Self*, and our mission is to provide service to others, promote integrity, and advance world understanding, goodwill, and peace through its fellowship of business, professional, and community leaders. Our members represent business, community service, public service and other walks of life. Rotary clubs are non-political, non-religious and open to all cultures, races and creeds.

1. We meet each Thursday at 12 noon at the Union Club of British Columbia (805 Gordon Street, Victoria). Each meeting is 1¼ hours. Please arrive early to meet key Club Officers and to allow any set-up time you may require.
2. We invite you to share lunch with us as our guest. Should you wish to invite guests of your own, the cost is \$30.00 per person. Advance notice of your guests is appreciated so that we may make appropriate seating and catering arrangements.
3. The dress code is business/business casual.
4. Our club will provide a digital projector and screen. With at least a week's notice, we can arrange a computer, in which case we will need an advance copy of your presentation to ensure that it will run properly on our system.
5. A podium and wireless hand-held microphone will also be provided. We ask that you use the microphone at all times.
6. Two weeks before your scheduled meeting, please provide a topic or theme of your presentation, and a short bio for prior publication to all members and for use in your introduction.
7. You will have 20 minutes for your presentation. The meeting Chair will manage Q&A time as the agenda permits.

We look forward to your visit.

### Important Information for our Speakers

***According to Rotary protocol, your presentation should not be used for political campaigning, fundraising, or product marketing.***

Product brochures or personally copyrighted materials may be made available to members by prior arrangement with the Speaker Chair.

Please contact the Speaker Chair to deal with any questions.

### Contact for Rotary Club of Victoria:

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