



Branchville Rotary Club Speaker Information and Guidelines

On behalf of the Branchville Rotary Club, we deeply appreciate your willingness to take the time to share your talent and expertise with our members. The Branchville Club Rotary is an organization of business professionals and community volunteers committed to professional and ethical values, humanitarian service and the motto "Service Above Self."

Please take the time to read through the following guidelines to assist you with your presentation:

Background Information:

- Rotary International was founded in 1905 and is recognized as being the world's first volunteer service organization. Today, 1.2 million members in over 34,000 clubs worldwide volunteer to provide service both locally and internationally.

The Branchville Rotary Club meets on Fridays at 12:15 at the Third Base Pub/ Upper Sports Deck Restaurant in Branchville, 3 Hillside Ave, Branchville, NJ 07826

- There will be approximate 20 to 30 people in attendance at each meeting.
- Your lunch will be provided by the club, you will have a choice of several entrees.
- In advance of the day of your presentation, please provide a brief bio that can be used for your introduction and be sure to communicate any audio visual needs by contacting Mary Emilius: emiliusm@yahoo.com or calling 973-903-5980.
- The Club has a screen and projector for presentations. If necessary you should provide your own Laptop computer. Plan on arriving ahead of time to allow for set up.
- Plan for a 15 minute talk with a little time for questions and answers at the end.
- The agenda calls for your presentation after lunch is served, (around 1:00) and the meeting ends at 1:30.
- The Branchville Rotary Club is happy to provide an opportunity to raise public awareness of activities, organizations or services.
- Your presentation must avoid overt sales. Making a "sales pitch" or directly soliciting purchases is not in the spirit of Rotary. Presentations should not promote a specific business or its services and presentations should be non-political and non-sectarian, unless you have been invited specifically for that purpose.
- Nonprofit representatives should be aware this is not the appropriate time and place to request donations. Request for contributions from the Branchville Rotary Club may be made to at any time via email or snail mail to the club. Information is available on the Club website. [Branchville Rotary Club](#)
- Pamphlets or brochures related to your program may be distributed on tables prior to the meeting. Please take any left-over materials with you at the end of the meeting.

Thank you again, for your willingness to speak to the Branchville Rotary Club

Speaker coordinator: **Kim Stetzel, kimsdc@aol.com/ (973)948-5556**