



1. Name of Proposed Speaker: \_\_\_\_\_

2. Speaker's Contact Info (if known):

a. Phone: \_\_\_\_\_

b. Email: \_\_\_\_\_

3. Subject of Presentation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Information on Individual Requesting/Proposing Speaker:

a. Name: \_\_\_\_\_

b. Contact Info: Phone: \_\_\_\_\_

Email: \_\_\_\_\_

c. Have you heard this individual speak? Yes \_\_\_\_\_ No \_\_\_\_\_

d. Has a presentation to the club already been discussed with this individual? Yes \_\_\_\_\_ No \_\_\_\_\_

e. Has a presentation date been discussed? Yes \_\_\_\_\_ No \_\_\_\_\_

f. Will you be introducing this speaker? Yes \_\_\_\_\_ No \_\_\_\_\_

5. Follow-up: Would you prefer to work on scheduling this presenter or would you prefer a committee member follow-up with the proposed/requested speaker?

a. Will work on scheduling: \_\_\_\_\_

b. Prefer having a committee member follow-up: \_\_\_\_\_

6. I have received this person's consent to publish her/his information on the Rotary Club of Bethlehem website with the understanding that her/his name and other information will appear on the website and that she/he may receive emails, but can opt out from them at any time.

Submitter's Name & Phone or Email: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Date Reviewed by Committee: \_\_\_\_\_

Please send completed form to: [Darlene Heller at dheller@bethlehem-pa.gov](mailto:dheller@bethlehem-pa.gov)