**Kevin Brown**

**VIRTUAL QUESTIONNAIRE**

**Please complete and return this form at least 30 days before your event via email to** **jamie@adlspeakers.com****. For questions about this form contact Jamie Estes at 614-657-5384.**

Organization name:

Event date:

Event name:

Event theme:

What are the three primary objectives of this event?

1 -

2 -

3 -

At the conclusion of Kevin’s presentation, what do you want your attendees to think, feel, and do?

Will you have a post-survey?

Number of expected attendees:

Typical attendee job titles, roles, and responsibilities:

What is the platform/service that will host the event? What is the log-in information?

Will Kevin’s presentation be live or pre-recorded?

 If prerecorded, format needed?

Time of Kevin’s Presentation (include time zone):

Duration of Kevin’s presentation:

Will a rehearsal be required (Kevin does not require it as we work with a professional studio)?

If so, please provide the details:

**Please sign and return Kevin’s Video Release Form with the questionnaire if you are recording.**

**Please return full-color, transparent company or event logo in a EPS or PNG (at least 700px wide or tall) with the questionnaire if you would like Kevin to brand his presentation.**

Name and title of the moderator?

Who is the primary contact?

Name/Title:

Phone: Cell Phone:

Address:

City/State/Zip:

Email:

Do you have a website address set up for this event? If so, what is it?

Do you have social media accounts set up to promote this event (i.e. Facebook, Twitter, etc.)? If so, please share the handles/hashtags with us:

Are there any restrictions around Kevin sharing this event on social media and/or using your brand name in marketing? If yes, please share the restrictions: