

Mary J. Dowell

PERSONAL APPEARANCE REQUEST FORM

Organization name: _____

Event title/description: (i.e. meeting, fundraiser/gala, women's affinity group, youth seminar, etc.)

Goals of engagement: (i.e. professional development, leadership, women empowerment)

Event location: (include address) _____

Special parking instructions: _____

Appearance date requested: _____

(If you are not tied to a specific date, please list alternative dates or a range of date options)

Time of appearance (from/to): _____

(Mary works in 30, 60 or 90 minute blocks of time)

Expected number of attendees: _____

What are the demographics of the attendees? _____

Is there the opportunity for Mary to sell/sign books at your event? _____

What would you like Mary to do at your event? _____

(emcee, leadership development, kick-off, walk/run, etc.)

Additional information/notes: (if any)

Name of person making request: _____

Title: _____

Phone number: _____

Email: _____

Please return completed form to MaryDowell30@yahoo.com