

# SPEAKER INFORMATION SHEET

**Event:** DMC 2020  
**Dates:** January 22 -24, 2020  
**Location:** Canad Inns Destination Centre Polo Park, Winnipeg, Manitoba

Name: \_\_\_\_\_

Company/Organization/Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

**What is the preferred title of your presentation?**

\_\_\_\_\_

**Please indicate the preferred format for this presentation:**

Breakout Session     Keynote Speaker     Workshop Session

**Please indicate the preferred audience size for your presentation:** \_\_\_\_\_

**Does your session include?**

Q and A time                       Group or delegate participation

**Please provide no more than 2 descriptive paragraphs of the content of your presentation and/or 6 to 10 point-form objectives. Please attach.**

**Please provide no more than 3 paragraphs describing your background and expertise in terms of providing this particular presentation and presentation experience. Please attach.**

**Please indicate your expected compensation for presenting:**

- Free Registration (included)
- Honoraria of \$ \_\_\_\_\_
- Set Fee of \$ \_\_\_\_\_ including \_\_\_\_\_
- None

**Additional Comments:**

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

***For Administration Only:***

*Confirmed Date of Presentation:* \_\_\_\_\_

*Confirmed Time of Presentation:* \_\_\_\_\_

*Confirmed by:* \_\_\_\_\_

- Bio rec'd*       *Picture rec'd*       *Description rec'd*
- Travel Arrangements*     *Ground Transportation*
- A/V requirements identified*       *Handouts/presentation rec'd*