



Speaker Request Form

Please use this form to request a speaker for an event at your institution. Host institutions are expected to cover all expenses.

Departments/institutions requesting a speaker agree to the following:

1. Before the visit, the department/institution will supply LED Grow Master Global, LLC with a brief document describing what the Department/institution hopes to achieve by the visit.
2. Before the visit, the Department/institution will make arrangements to invite target audience to the Speaker's visit.
3. The Department/institution will cover the speaker's accommodation and travel costs, as well as a \$1,500.00 fee for each engagement.
4. Following the visit, the Department/institution will submit an evaluation of the visit.

Name of Contact Person _____

Name of Department/Institution _____

Mailing Address _____

City _____ State _____ Zip _____

Phone Number _____

Fax Number _____

Email Address _____