



United Way of  
Greater Kingsport

Please email your request to United Way of Greater Kingsport  
Attn: Lori Miller,  
at [lmiller@uwaykpt.org](mailto:lmiller@uwaykpt.org) or call 423-378-3409 ext. 14  
at least one week prior to event.

## Speaker Request Form

Date of Request: \_\_\_\_\_

Company/Group requesting: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Date and time of presentation: \_\_\_\_\_

Time allotted for speaker: \_\_\_\_\_

Virtual Meeting Platform  
Information: \_\_\_\_\_

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\_\_\_\_\_

Virtual Meeting Platform Log In: \_\_\_\_\_

Description of group to be addressed (i.e., type of work, # of people, etc.)  
\_\_\_\_\_

Key areas of interest/concern or other relevant information: \_\_\_\_\_

### Type of Presentation

- UW Agency Speaker
- UW Agency Recipient of Service (please allow 20 minutes)
- UW Initiatives Speaker (Reading or Drug Abuse)
- UW Representative

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### UW Use Only

Presenting Agency \_\_\_\_\_ Speaker or contact \_\_\_\_\_

Telephone # to reach speaker/presenter on day of event: \_\_\_\_\_

UW Staff Member attending: \_\_\_\_\_