Please email your request to United Way of Greater Kingsport
Attn: Lori Miller,
at 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: __________________________________________________________________

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

______________________________________________________________________________

UW Use Only

Presenting Agency __________________________Speaker or contact _________________________

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

UW Staff Member attending: ________________________________________________________