



ARMY RESILIENCE DIRECTORATE

2023 SPEAKER REQUEST FORM

Please complete as much information as you have about your event and speaker requirements, and email it to the Army Resilience Directorate Communications, Outreach & Leadership Engagement Branch @ usarmy.pentagon.hqda-dcs-g-1.list.dape-ars-sp@army.mil.

Continuing Education Unit (CEU)

Will the sponsoring organization be seeking CEUs for this program?

Yes No

Contact Information

Sponsoring Organization:

Contact Name:

Contact Title:

Contact Phone:

Email:

Contact Address:

Sponsor's Website:

Event Website:

Please Describe Your Program

Date of Program:

Time of Program:

Location of Program:

Name of Program:

What is the Theme/Purpose of the Program?

Requested Speaker (If you are interested in a particular speaker):

Proposed Topic(s):

Start time of Speaker's Presentation:

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www.armyresilience.army.mil

2023

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Length of Presentation: _____

Presentation Format (i.e., panel, speech roundtable, etc.) _____

Audience Composition

Please provide the names of the host/senior ranking person in attendance _____

Approximate Size of Audience Expected _____

Is this program directed solely to Soldiers? Yes No

Yes No

Will this event be recorded? Yes No

Yes No

If yes, what rank level is this program directed _____

Written Materials/Biography

In order to better inform the development of the presentation, please provide your program accomplishments and obstacles experienced during the past 12 months: _____

Due Date for Written Materials & Biography: _____

Email address to send written materials and biography: _____

Audio/Visual Equipment

If audio/visual is used, is the sponsor capable of making arrangements? Yes No

Yes No

Due Date(s) for Submissions (slides, bios handouts etc.): _____

Contact Person (with phone and email) for audio/visual arrangements _____

Please provide any needed information on directions, how early the speaker should arrive before the presentation, where to report upon arrival, etc. _____