



**DUE WITHIN 72 HOURS OF SIGNING A SPEAKING ENGAGEMENT CONTRACT**  
Please Complete and Return To: Greg White Productions, LLC • P.O. Box 3883 • Charleston, WV 25338

**1) Your Complete Information:**

Name \_\_\_\_\_ Title \_\_\_\_\_  
Organization: \_\_\_\_\_  
Tel (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell Phone/Emergency Number (in case of emergency and Greg needs to reach you) (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**2) Program Information:**

Date of Greg White’s Speaking Engagement \_\_\_\_\_ Time(s) \_\_\_\_\_  
Preferred topics to be covered by Greg White \_\_\_\_\_  
\_\_\_\_\_  
Location of Speaking Engagement: \_\_\_\_\_  
\_\_\_\_\_

Would you like a set of promotional materials for the talk(s)?  YES  NO (Many groups prefer to make and use their own Promotional Materials)  
Approximate number of audience members for Greg White’s talk \_\_\_\_\_  
Does Greg need a parking pass?  YES  NO If yes, please send it A.S.A.P. to the address below:  
**Greg White Productions, LLC • P.O. Box 3883 • Charleston, WV 25338**

**3) Hotel:**

Please recommend two of your top preferences for Greg White’s lodging and provide the phone number and address:  
1. \_\_\_\_\_  
2. \_\_\_\_\_

**4) Ground Transportation:**

Will a representative of your group pick Greg up at the airport? \_\_\_\_\_  
(Most groups have Greg rent a car for convenience – Groups cover all rental car expenses for duration of stay)  
If you want Greg to rent a car, please EMAIL DRIVING DIRECTIONS from \_\_\_\_\_ airport to the hotel & driving directions from the hotel to location(s) of the talk(s) to: Greg @ GregWhiteSpeaks.com  
\*\*\*\*\*NO AIRPORT SHUTTLES, BUSES, VANS Permitted for distances over 15 minutes\*\*\*\*\*

**5) Special Considerations:**

Please list any special considerations regarding your audience of which Greg White should be aware:  
\_\_\_\_\_  
\_\_\_\_\_

**Thank You!**