

Charlie Batch Appearance Request Form

Save your document with the name of your event and

submit via email to: admin@charliebatch.com or via fax to: (412) 326-0138

Date request submitted Click here to enter a date.

First & Last Name Click here to enter text.

Phone Number Home () - Work () - Mobile () -

Email Address Click here to enter text.

Organization Name Click here to enter text.

Select: School / For Profit Company / Non-Profit organization / Religious organization

If School, what % Free/Reduced Lunch? Click here to enter text.

If Non-profit, 501(c)3 # Click here to enter text.

Name of Event Click here to enter text.

Event Location *(please include full address)* Click here to enter text.

Purpose of Event Click here to enter text.

Date of Event Click here to enter a date.

Time of Event Click here to enter text.

Time Charlie will be asked to participate Click here to enter text.

Would you like to include Q&A? Yes No

Length of Presentation *(time allotted to Charlie)* Click here to enter text.

Presentation theme / subject *(to determine talking points)* Click here to enter text.

Audio / Visual options: Microphone? Yes No Projector? Yes No

Will the event be videotaped? Yes No

Expected Audience: # expected to attend Click here to enter text.

Audience of: Adults Children Both

Explain: Click here to enter text.

Guest Speaker payment ** What is your budget for a speaker; to pay Charlie?

Click here to enter text.

Will you pay mileage or travel & lodging expenses? Yes No Explain: Click here to enter text.

**** Charlie's fee varies based on the type and length of the speaking engagement. In select cases, he will speak at no charge to non-profit organizations, but due to the overwhelming number of requests, this is not the norm.**

Requests are reviewed once each week, based on Charlie's availability. Please allow at least 2 weeks for a response.

Submission of a request does not guarantee an appearance of any kind. Charlie accommodates as many appearances as possible, but reserves the right to accept or deny appearances based on schedules, event purpose, location, or any other reason.



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Who will pay for appearance? [Click here to enter text.](#)

Other notes or information: [Click here to enter text.](#)



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