



Speaker Proposal Form

The Western Dairyland Business Center welcomes proposals from qualified candidates to present entrepreneurial and business related topics from their area of expertise or experience. To be considered as a speaker, please complete and submit the attached proposal form via email [karman.briggs@wdeoc.org], fax [715-836-7580] or mail [ATTN: Business Center, Western Dairyland EOC Inc, 418 Wisconsin St, Eau Claire WI 54703]. Additional attachments are also permitted. The Western Dairyland Business Center will acknowledge

receipt of each submitted proposal and update you on the status of our review sufficiently in advance of upcoming events.

A TIP ON PROPOSALS: Along the theme of “Real Women, Real Answers,” topics that focus on or include practical tips and specific information that attendees can implement to directly facilitate their business planning processes or improve their existing businesses are more likely to be selected. Detailed looks at specific topics are preferable to high-level overviews.

SPEAKER AGREEMENT:

If selected, speakers will be asked to sign a Speaker Agreement, which includes:

- Agreeing to provide speaker biographies and photos, session title and description, AV requirements and presentation slides and materials for review and approval by the Western Dairyland Business Center according to specified deadlines. The Western Dairyland Business Center has the right to refuse and/or suggest changes to content.
- Agreeing not to promote themselves or their business, beyond the introduction provided by the session’s moderator and accompanying business cards at the session. The goal of each Western Dairyland Business Center event is to provide education to individuals interested in starting, expanding or growing a business. If that goal is compromised through biased statements and self-promotion, it can adversely affect the integrity of all future Western Dairyland Business Center programming as well as future speaking opportunities for the offending speaker.
- Agreeing not to campaign for or against any political candidate, party or issue during the speaker presentation.

CONTACT: If you have any questions, please contact the Western Dairyland Business Center at:

- karman.briggs@wdeoc.org
- Phone: (715) 836-7511 x1174
- Fax: (715) 836-7580
- ATTN: Business Center, Western Dairyland EOC Inc, 418 Wisconsin St, Eau Claire WI 54703

Thank you for your interest in being a speaker for the Western Dairyland Business Center.



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All fields are not required; our evaluation will be based on the information provided. If you have online information regarding your speaking credentials or topic descriptions, please insert the URL in the "Session Description" field.

SPEAKER CONTACT INFORMATION					
Name:					
Professional Credentials:					
Title:					
Company:					
Website:					
Address 1:					
Address 2:					
City:		State:		Zip Code:	
Telephone:			Fax:		
Email:					
ASSISTANT CONTACT INFORMATION (optional)					
First Name:					
Last Name:					
Email:					
Telephone:					

Proposed Session Details

Title			
Description			
List names of proposed co-presenters (if applicable)			
Sophistication level of presentation	___ Basic	___ Intermediate	___ Advanced
Learning objectives: What will participants be able to do following the presentation?	1. 2. 3.		
General subject areas: Who is the session for? Does it address a particular industry? Marketing? Finance? Recent trends? What keywords can be associated with the topic?			
Speaker Bio(s): Enter a brief biography for each proposed speaker that demonstrates professional qualifications, expertise on the subject matter, and/or speaking experience. This may be submitted as a separate attachment.			
Fees: If you require compensation or accommodations, please specify.	<input type="checkbox"/> I am (or, my employer is) volunteering my time for this presentation <input type="checkbox"/> I require the following compensation and accommodations:		