



REQUEST FOR SPEAKERS BUREAU

The SurveyLA Volunteer Speakers Bureau is looking for the opportunity to visit your group or organization to inform you about SurveyLA and how your neighborhood can participate. If you would like to have us join you, please provide the following information:

Your Name: _____

Phone Number: _____ E-mail: _____

Name of Organization: _____

Date you would like us to attend: _____ Time: _____

Location and street address: _____

City: _____ Zip: _____

If different from above, contact name and phone number on day of speaking engagement:

How many people do you expect? _____ How much time do we have? _____

In which language should the presentation be conducted? (You may need to provide translation)

English Spanish Korean Chinese Other _____

In which language(s) should our materials be provided? (check all that apply)

English Spanish Korean Chinese Other _____

As part of our presentation, we have the *SurveyLA – Preserving Los Angeles* DVD available to share with you, as well as a PowerPoint presentation. There is a 26-minute version and a shorter 10-minute version of the DVD. If you would like to view either the DVD or PowerPoint presentation, please complete the section below: (check all that apply)

SurveyLA DVD	Yes	If “yes” equipment available	Yes	PowerPoint Presentation	Yes	Additional Equipment	Yes
26 min		Laptop		Laptop		Extension cord	
10 min		Projector		Projector		Laptop speakers	
English		Screen		Screen		Projector table	
Spanish		TV/DVD				Lectern/Microphone	

Please print this form and submit to Caroline Labiner via fax at (213) 978-0017, or via e-mail at: planning.surveyla@lacity.org. For questions please call (213) 978-