



## **SPEAKERS BUREAU REQUEST FORM CONTINUING EDUCATION**

The Speakers Bureau of Johnson County Community College enhances the college's visibility and reputation by providing speakers on a variety of topics to community groups throughout Johnson County. It is because of your participation in the service that the Speakers Bureau continues to be a success. Please call the Speakers Bureau direct line at 913-469-4440 or email Susan Hoffman at [Shoffm29@jccc.edu](mailto:Shoffm29@jccc.edu).

**Today's Date:**

**Requester Name:**

**Requester Phone Number:**

**Requester Email Address:**

---

**Speaker you are requesting:**  
(Please select 3 choices for speakers)

**Title of Presentation:**  
(Please select 3 topics in case your first speaker cannot attend)

**Length of presentation:**

**Brief description of club/group function the speaker will be attending:**

**Special Equipment needed for the presentation:**  
(Audio-Visual, Flip Chart, etc.)

**Any comments or request:**