



Pre-Program Questionnaire

Thank you for considering Gloria Wadsworth for your event!

Speaking with confidence, competence and charisma, Gloria Wadsworth empowers you with an experience and the necessary essentials that drive you to achieving your goals!

We are privileged to respond to your request and look forward to servicing your needs.

Please complete the following information and

[return via email to wadsworthg@sbcglobal.net](mailto:wadsworthg@sbcglobal.net)

or call 310 527 2511 to further inquire about Gloria Wadsworth:

COMPANY or ORGANIZATION INFORMATION

Company Name _____

URL address _____

Contact _____ Title _____

Office Phone _____ Cell _____

Contact email address _____

Name of Person who will introduce speaker _____

Type of Industry _____

Name of Business Product or Service _____

Comment on your Brand _____

Key challenge(s) over the last 12 months _____

Key success story over the last 12 months

PRESENTATION

Presentation Title _____

Purpose of Meeting/Event, i.e. (annual, awards, training, etc.)

Specific Objectives for Speaker's Presentation _____

Company Contact Name for Gloria's Research in preparation for the "presentation"

Appropriate Dress Code _____

Any internal jargon, acronyms speaker should be aware of?

Date of Event _____ Start time _____ End Time _____

Any breaks? _____ yes _____ no Comments _____

Program Theme _____

Sensitive issues that should be avoided

What would make the presentation really "special" for your group?

Will this event be videotaped? _____yes _____no

Will this event be audio taped? _____yes _____no

Gloria's permission will be needed in advance to tape her presentation.

AUDIENCE

How many people will be in audience? _____

Makeup of audience (demographic information, i.e. % women, % men, % students, Job Titles, Age Range,)

Comment on any successes related to your audience.

Comment on any challenges related to your audience

Comment on any "priorities" related to your audience

It would be helpful for me to better understand the day-to-day tasks of your audience? Describe a typical day in their life.

What works best for "speaker's style and delivery" for your audience? (Content, Humor, Interaction, Motivation, etc...)

Would you be interested in educational materials for your audience empowerment to reinforce Gloria's message AFTER her presentation? _____yes _____no

PROGRAM

Name and title of person who will introduce speaker

What time will Gloria Speak? Start time _____ End Time _____

What is on the program prior to Gloria's Start Time _____

What is on the program after Gloria speaks? _____

Will there be a table available for Gloria to sell products and distribute materials to audience? _____

Will there be time after Gloria speaks to sell products and distribute materials to audience? _____

Any other speakers on the program? If so, please provide:

Speaker Name _____ Topic _____

Speaker Name _____ Topic _____

What did you like and/or dislike about above speaker's presentations? Without names if you would like, but commenting on the material they used would be helpful.

TRAVEL INFORMATION

Name and Location of Venue _____

Phone Number of Venue _____

Best Airport to arrive at _____

How will Gloria be transported from the airport to your site?

Taxi? _____ Rental Car? _____ Pick-up Person? _____

Pick-up Person's Name _____

Phone _____ email _____

If Emergency occurs in transit to the venue, who is appropriate/alternate contact?

Name _____

Day Phone _____ Cell _____

Other _____