



WardHome
Skills for living. Hope for life.

Guest Speaker Request Form

Organization: _____

Contact Name: _____

Contact Number _____

Email: _____ Fax: _____

Date of Event: _____ Time: _____

Location/Address _____

City: _____ State: _____ Zip: _____

*Topic of Discussion: _____

Approximate number of attendees: _____

When do you need confirmation? _____

Audio/Visual available?: Yes No

Space/table available, if applicable? _____

Will Ward Home be receiving or eligible to receive a donation? Yes No

Amount if applicable \$ _____. If you would like to discuss donation options, please call contact below.

*If topic is left blank, our customary 30 minute presentation on Ward Home will be used followed by a question and answer session.

**Calendars can usually be confirmed no more than two months in advance.

Contact: Melisa Minton at 412-343-6300 ext. 230

Email: mminton@wardhome.org