

Chadwick's Tech Requirements

Dear Meeting Planner,

Thank you for choosing me to be a speaker at your upcoming event. I am honored to have the privilege of speaking to your group/organization. You can trust that I take this honor very seriously.

Below are some very low maintenance requests that will give your audience and you as the program planner the best results. My goal is to be a great speaker not a great pain.

Here is a brief list of my (very low-tech) requirements:

[Keynote Addresses]

1. Lavalier mic (For audiences of 100 +)
2. Theatre style seating
3. Two bottles of water

[Workshops]

1. Lavalier mic (For audiences of 100 +)
2. Theatre style seating
3. Two bottles of water
4. Flipchart or whiteboard with markers

I know it's that easy!

Thank you,

Chadwick Sapenter