****

**“Food for Thought”**

**PRESENTER PROPOSAL**

**Title of Presentation:**

**Presenter Name:**

**Presenter Title:**

**Presenter Bio:**

**Presenter Company:**

**Description of presentation in 100 words or less.**

Provide a summary of the content to be used for program marketing materials and SHRM and HRCI certification submission. FMHRA may edit for clarity.

**Top four learning objectives or outcomes of the presentation, one sentence each.**

Must align to a valid workplace application. Can be articulated as knowledge acquired, skills gained, attitudes changed.

**Has this presentation been previously certified for credit through the Human Resource Certification Institute? If so, provide date, location and program number.**

Yes No

**Date of Event:** *We are flexible on what dates we offer our Food for Thought events. Please provide 2 options in case there is a conflict with your first choice.*

**Date/Time:** *(1st choice)*

**Date/Time:** *(2nd choice)*

**Speaking fee:**

**Audio/visual/room requirements:**

Computer  Projector  Audio  Handheld Microphone Lapel Microphone

Podium  Flip Chart  Other:

**Other Comments:**

**SPEAKER AGREEMENT**

In submitting this proposal and signing below, I certify that I am available for the date(s) designated above. If selected, I agree to adhere to the conduct expected of presenters at this event including meeting all stated deadlines prior to and during the event, appearing during my scheduled session presentation time(s), and maintaining a professional demeanor at all times while at this event.

I understand that members of the press may be present during my session. I give FMHRA permission to include my presentation on their web site. I give FMHRA permission to record my presentation either by audio and/or video means for the purpose of selling, redistributing, or future session evaluation (if applicable). I understand FMHRA owns the copyright to the audio/visual recording of my session presentation. I understand that my presentation is not a showcase for promotion of my business, practice or product, and I will not sell my products or services from the speaker platform. Any misrepresentation of my skills and knowledge will be grounds for my release or disqualification from this selection process.

**Electronic Signature:**

**Date:**