

Request for Creation Speaker or Event

General Information		
Church or Sponsoring Organization and address to send correspondence:	Proposed date(s) of event:	
Main Contact Information:		
<i>Last</i>	<i>First</i>	<i>Phone Number</i>
Please provide the following information about your church or organization:		
What is the average attendance of your weekly Sunday service?		
What is the nearest major airport to your location and how many miles away is this airport?		
Please provide the names of several hotels near the location of your proposed event:		
What is your expected attendance and seating capacity for this event?		
Are you planning to partner with other churches or groups on this event? Please list them:		
What promotions do you plan on doing for this event?		
Radio Announcements <input type="checkbox"/>	Mailings/Fliers <input type="checkbox"/>	Newspaper Advertisement <input type="checkbox"/>
Television promotion <input type="checkbox"/>	E-mail <input type="checkbox"/>	Other (please specify): <input type="checkbox"/>
Please explain in detail how you plan on doing the above promotions for this event:		
Description of Event and any other information that you would like us to know about your organization (please add a sheet if necessary and include any other necessary literature):		
ICR Events Policy		
<p>While we do not charge a set fee for our speakers an honorarium or free will offering is appreciated. Checks should be made payable to: "Institute for Creation Research." Our events policy requires the sponsoring organization to cover all travel expenses of the speaker. This includes a round trip flight, hotel accommodations, car rental, gas, meals and other incidentals.</p> <p>We suggest that your church or organization develop a budget that includes all expected travel expenses as well as expenses for local promotion for the event.</p> <p>Thank you for your interest in the Institute for Creation Research.</p>		
Organization Budget		
Your budget for this event:	Signature:	