

CONTRACTORS STATE LICENSE BOARD

9821 Business Park Drive, Sacramento, CA 95827 Mailing Address: P.O. Box 26000, Sacramento, CA 95826 800.321.CSLB (2752) | www.cslb.ca.gov | CheckTheLicenseFirst.com | SeniorScamStopper.com

CSLB Speakers Bureau Request

TODAY'S DATE	EVENT DATE	EVENT TIME		ALTERNATIVE DATE A	ND TIME	
NAME OF YOUR ORGANIZATION				TYPE OF ORGANIZATION (trade, consumer, etc.)		
MEMBERSHIP INTERESTS / C						
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TYPE OF EVENT (monthly dinner meeting, conference, etc.)				WHERE WILL THE SPEECH FIT INTO THE PROGRAM?		
TOPICS OF INTEREST						
LANGUAGE OTHER THAN ENGLISH?				TRANSLATOR AVAILABLE?		
				🗌 Yes 🗌 No		
DESIRED LENGTH OF SPEECH	TIME FOR QUESTION	TIME FOR QUESTIONS AND ANSWERS (Q&A)?		LENGTH OF TIME FOR Q&A		
🗌 Yes 🔲 No						
TIME SPEAKER SHOULD ARRI	E SPEAKER SHOULD ARRIVE ANTICIPATED AUDIENCE SIZE IS PARKING		IS PARKING A	/AILABLE? IS PARKING FREE?		
			🗌 Yes 🗌] No	🗌 Yes 🔲 No	

AVAILABLE EQUIPMENT					
□ PowerPoint [™] projector □ Computer □ Screen □ Table for materials					
CONTACT NAME	CONTACT EMAIL				
CONTACT PHONE NUMBER (Include area code)	CONTACT FAX				
CONTACT ADDRESS (Include street, city, state, and zip code)					

Please print out and fax or scan and email your request at least three (3) weeks in advance to:

Contractors State License Board Attn: Public Affairs Office Fax: 916.255.1395 Email: social@cslb.ca.gov

EVENT ADDRESS AND ROOM