

Meeting Request Form for Jenny Luelf

Contact Information

Host Church / Organization: _____

Host: _____ Event Contact: _____

Street Address: _____

City: _____ State: _____ Zip code: _____

Email: _____ Website: _____

Telephone: _____ Mobile: _____

Home: _____ Fax: _____

How did you hear about Jenny? _____

Event Information

Where is the event being held? _____

Dates of event: _____ Time of event: _____

Who is your audience? _____

What is the anticipated attendance? _____

What is your topic or theme? _____

How many times would you want Jenny to minister? _____

What is the length of each speaking/singing time? _____

Financial Information

What does your budget allow for honorarium? _____

Would you be willing to cover the cost of the airfare, meals and/or hotel accommodations?

Airfare: _____ yes _____ no Hotel: _____ yes _____ no Meals: _____ yes _____ no

Would you be willing to cover the cost of a traveling companion to assist her? _____ yes _____ no

Will there be a table where resources can be promoted and sold? _____

Can you provide a volunteer to help staff the table? _____

Travel Information

Which airport would Jenny fly into? _____

What is the distance between the venue and this airport? _____

What hotel is the closest to the venue? _____

Telephone: _____ Fax: _____