



# PRE-EVENT ESSENTIALS

Thank you again for selecting Kevin Karschnik to address your audience. Please answer these questions to help Kevin customize his presentation. Email the completed form to [hello@KevinKarschnik.com](mailto:hello@KevinKarschnik.com)

## CONTACT INFORMATION

**Organization:**

**Office Address:**

**Your Name:**

**Title:**

**Phone number (mobile):**

**Email:**

## PRESENTATION INFORMATION

**Date of Kevin's presentation:**

**Time of Kevin's presentation:**

**Duration of Kevin's presentation:**

**Event venue: Name -  
Address -  
Phone -**

**Number of attendees:**

**Nearest airport:**

## CUSTOMIZATION

**What is the theme/purpose of your event?**

**Which topic would you like Kevin to speak on?**

**What are the key messages you would like this group to take away?**

**On a scale of 1-10, what must Kevin do to earn a 10 from you and your audience?**

**Describe the most important industry/company "hot topics" or issues associated with your event:**

**Describe the challenges your company/organization is facing:**

**Are there any websites that provide pertinent information about this group or your industry?**

**Describe the audience (i.e. demographics, job titles, occupations, etc.):**

**Please tell Kevin anything else you think is important in his preparation for the presentation:**

**Are you interested in learning more about our follow up training or additional programs to reinforce Kevin's message and principles after this event?**