



FOR USE BY COVERED CALIFORNIA Speaker assigned: Date CC file #:
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Speaker/Event Request Form

Complete as much information as you have about your event and speaker requirements. Please submit requests at least **four** weeks prior to the event. Once completed e-mail the request to: Kelsey Lindelof, Stakeholder Engagement, Covered California at Kelsey.Lindelof@covered.ca.gov

Date: _____

Your Organization:

Sponsoring Organization	Type of Organization
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Contact Name	Contact Phone
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Contact E-mail	Website
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Your Program:

Date of Program	Time of Program
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Name of Program

Theme/Purpose of the Program

Location of Program

Proposed Topic

Requested Speaker (if you are interested in a particular speaker)

Presentation Format (panel, speech, roundtable, tabling, etc.)	Length of Speaker's Presentation
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Your Audience Composition:

Size of audience	Audience Composition (consumers, stakeholders, employers, other)
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Languages needs?

Please attach an agenda for your event.