# Information

|  |  |
| --- | --- |
| Chapter Name: | Chapter |
| Your Name: | First Last |
| Today’s Date: | Date |

# Event Info

|  |  |
| --- | --- |
| Event Name: | Name |
| Event Date: | Date |
| Description:  Flyer Number:  Eventbrite: | Description  #  Link |

# Location

|  |  |
| --- | --- |
| Venue Name: | Venue |
| Street Address: | Address Suite |
| City, State, ZIP: | City State ZIP |

# Time

|  |  |
| --- | --- |
| Registration: | Registration Time |
| Time of event: | Start Time - End Time |
| Other: | Other applicable time |

# Speakers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Speaker Type | Full Name | Title | Company | Additional Info |
| Select from dropdown | First Last | Title | Company | Additional info |
| Select from dropdown | First Last | Title | Company | Additional info |
| Select from dropdown | First Last | Title | Company | Additional info |

# Sponsors

|  |  |  |  |
| --- | --- | --- | --- |
| Annual Level | Annual Company Name | Event Level | Event Company Name |
| Select | Company name | Select | Company name |
| Select | Company name | Select | Company name |
| Select | Company name | Select | Company name |

# Admission

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Early Bird | Standard | At the door | Other |
| Members: | Price | Price | Price | Price |
| Non-Members: | Price | Price | Price | Price |
| Event + Membership: | Price | Price | Price | Price |
| Price until: | End date | End date | End date | End date |

# Additional Info

|  |
| --- |
| Enter additional information |

# Cost maximum amount

|  |
| --- |
| $\_\_\_\_\_\_\_\_\_\_ |

\* Please notify chapter when reached this amount.