**Event Chair Survey**

**TO BE COMPLETED BY EVENT CHAIRMAN REQUESTING SPEAKER.**

**AFTER EVENT EMAIL TO SPEAKER AT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Requesting Organization:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_ Event Chair Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_\_\_\_\_\_**

**Event Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of Speaker\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Was the speaker’s message delivered within the time parameters as discussed? Yes or No please circle**

**Was the message relevant or serve the purpose to the organization or your event? Yes or No**

**Did the speaker thank the organization, event chairman, and audience? Yes or No**

**Did the audience seem receptive to the speaker’s message? Yes or No**

**Was the content of the speech useful? Yes or No**

**Did the speaker provide an introduction? Yes or No**

**Was the speaker adequately prepared? Yes or No**

**Do we have permission to publish the feedback provided as a testimonial? Yes or No**

**Comments & suggestions for improvement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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