

## Howard University Cancer Center Speakers' Bureau

Howard University Cancer Center's Speakers' Bureau is a resource of oncology professionals available to speak to faith based organizations, businesses, schools, community based organizations, civic groups, social clubs and agencies to provide information on a variety of cancer-related topics.

To request a speaker please complete the Speakers' Bureau request form. Please submit request at least 30 days in advance of the event date. For assistance, please call (202) 865-5399 or (202) 806-7697.

Howard University Cancer Center  
Speaker Request Form

Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Alt. Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of event: \_\_\_\_\_ Alternative Date(s): \_\_\_\_\_

Time: \_\_\_\_\_ Length of presentation: \_\_\_\_\_

Location of event: \_\_\_\_\_

How many attendees are you expecting (estimate): \_\_\_\_\_

Audience make-up (e.g. health professionals, general public): \_\_\_\_\_

Topic Area(s): \_\_\_\_\_

Brief Event Description:

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Please indicate A/V equipment (if any) that will be available:

Laptop  LCD Projector

Overhead Projector  Slide Projector

Screen  No A/V

**Return to: Cherie Spencer**

**Fax: 202-667-1686**

**Or**

**E-mail: [c\\_spencer@howard.edu](mailto:c_spencer@howard.edu)**