

SPEAKING & PUBLIC ENGAGEMENT REQUEST

Studio Banerjee welcomes the opportunity for artist Rina Banerjee to share her thoughts, ideas, expertise and experience with your audience. We greatly appreciate your interest.

To help us make the most informed decision to speak at your event, class or conference, please fill out the following questionnaire so that we may assess your needs and proceed accordingly with the necessary arrangements to schedule an event.

Contact person: _____

Email: _____

Phone number: _____

Event name: _____

Event location: _____

Event date: _____

Event host or sponsor name: _____

Event host or sponsor category: *(mark all that apply)*

- Student or student group
- Faculty or faculty group
- Alumnae
- Community organization
- Institution or gallery patrons
- Other (please describe below)

Event format (talk, lecture, presentation, panel, webinar, dinner, etc.):

Describe the nature of the artist's role: *(mark all that apply)*

- Welcome remarks
- Brief remarks (5–10 minutes)
- Speech (15–20 minutes)
- Panel discussion
- Talk
- Q&A
- Other (please describe below)

Time frame/duration of the artist's presence and responsibilities, including meetings, tech run throughs, rehearsals, etc.:

Materials needed from the artist (reference images, bio, power point, etc.):

Is any travel required? Yes No

If yes, are you able to cover travel arrangements and any additional expenses necessary to participate? Yes No

**please note all artist speaking engagements have a suggested rate of \$500, not including travel and expenses*

Please provide any other pertinent information the artist should have below:
