

Thank you for considering our office for your upcoming event.
Please download & save this form BEFORE completing.
Click **SUBMIT REQUEST** when finished.

Organization:				
Contact Name & Job Title:				
Contact Phone Number & Email:				
Name of Event:				
Date of Event:				
Location of Event:				
Address of Event:				
Topic/Session Requested:				
Detailed Description of Requested Topic/Session:				
Requested Speaker (if known):			Presentation Materials Due:	
Session Start Time:			Session End Time:	
Audience: <small>(Fiscal Officers, School Officials, Law Enforcement, etc.)</small>			Number of Attendees:	
Audio/Visual Requirements (for AOS session only)				
Do you need us to provide a computer?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you need us to provide a projector?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you need us to provide printed copies of presentation materials to attendees?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Additional Information

As our trainings and speakers are in high demand, we ask for a minimum of 35 attendees and at least 60 days advance notice. Please contact our office if you have any questions. To view our upcoming training events, please visit <http://www.ohioauditor.gov/trainings/default.html>.

**** Save file to computer before submitting ****

SUBMIT REQUEST

Questions? Please Contact: Kimberly S. Dodds, Director of Professional Education & Training • 614-644-7347 • KSDodds@ohioauditor.gov