**1. To what size group will the speech be delivered?**
Large (100+ people), Medium (50 to 100 people), Small (25 to 50 people), Intimate (1 to 25 people)

**2. The speech will be delivered to a group made up of mostly?**
(Family**, African Americans** Friends, Colleagues, Business Associates, Employees, Clients, Media, Invited Guests, Crowd, **Specific Ethnic Group,** Children, **Congregation,** **Teenagers,** or other)**3. Where will the event be held? Banquet Hall**

**4. What kind of speech do you want?**
(Funny,Sentimental Heartwarming**, Informative**, Informative, Poetic, Serious, Dramatic, Story telling, **Professional presentation**, Combination of one or more styles)**5. Is there a key person(s) to whom the speech will be given? Tell us their name(s) and a little about his/her personality.6. Please share information about events or memories you have together that you would like mentioned in the speech.7. What do you want your audience to think or feel as a result of experiencing your presentation?8. Is there an action that you would like your audience to take as a result of experiencing your presentation? This is a church anniversary presentation. It is a banquet in celebration of the 150th Anniversary of the church. 9. What is your deadline for delivering the speech? November10. Finally, please provide your speechwriter with any additional information you would like to have included in your speech. Include all information you feel is essential to your speech.**

**Theme: “Rooted in the Past, With a Vision for the Future.” I Corinthians 2:9**