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| **1. To what size group will the speech be delivered?**  30 persons |  |
| **2. The speech will be delivered to a group made up of mostly?**  This is a staff year end dinner, want to talk about past issues, problem solved and future of the company |  |
| **3. Where will the event be held?**  In a restaurant |  |
| **4. What kind of speech do you want?** It is a Staff dinner so they must get something out of it, but is too serious, I will be boring and they will get nothing out of it |  |
| **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.**  We can thank some of the persons that have contributed to the change in the company |  |
| **6. Please share information about events or memories you have together that you would like mentioned in the speech.**  I prefer to talk to the speech writer |  |
| **7. What do you want your audience to think or feel as a result of experiencing your presentation?**  I want a feeling of achievement for the staff as well as new challenges ahead. Something bigger than us |  |
| **8. Is there an action that you would like your audience to take as a result of experiencing your presentation?**  Take ownership of their position, understand that we are heading to something big for our small country |  |
| **9. What is your deadline for delivering the speech?**  I need the speech for January 3rd |  |
| **10. 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.**  Please have the speech writer calling me +1(758) 720-5088 |  |