

Jim Longo

From: First Editing Customer Service <cservice@firstediting.com>
Sent: Tuesday, October 02, 2018 2:47 PM
To: Jim Longo
Subject: Speech 17286

Hi,

I am sending this email separately as I fear there is some sending problem within the system.

Please take a few minutes to completely fill out *all* the fields below.

Your speech will be created based on this information provided. We ***do not*** provide extensive revisions once your speech has been written. Minor changes can be requested, however, any additional information provided after the speechwriter has begun writing or after the speech is completed ***may require a revision fee of \$65.00.***

Please **highlight** the areas below which are applicable to your speech needs.

1. Type of event

After Dinner Anniversary	Committee	Icebreaker	Patriotic	Seminar
Armed Forces	Conference	Informative Inspirational Introduction	Persuasive	Sermons
Awards Presentation Baptism	Corporate	Instructional	Political Campaign	Storytelling
Bar/Bat Mitzvah	Election	Invocation	Prayers	Testimonials
Benediction	Emotional Appeal Eulogy	Keynote	Product Endorsement	Thank You
Best Man	Family Reunion	Love Poems	Product Launch	Toastmaster
Birthday Party	Farewell Address	Maid of Honor	Professional/Career Resignation	Toasts
Business Presentation	Festival	Management Training	Retirement	Valedictorian/Salutatoria
Charity Event	Fundraiser	Marriage	Roast	Wedding Anniversary Wedding
Christmas Party	Funeral	Miscellaneous Motivational Open/Launch Party	Safety Guidelines	Wedding Vows
Club/Association Meeting	Graduation		Sales Pitch	Wedding Vow Renewal
Commemorative	Holiday		Sales Training	Welcome
			Scripts	

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2. To what size group will the speech be delivered?

Large (100+ people) 150	Medium (50 to 100 people)	Small (25 to 50 people)	Intimate (1 to 25 people)
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3. The speech will be delivered to a group made up of mostly (check all that apply)...

family	the press	clients	men	an individual	senior citizens
friends	invited guests	crowd	women	customers	married couples
colleagues	employees	congregation	teenagers	group membership attendees	singles
business associates	students	children	specific ethnic group		adults mixed age/gender

4. Where will the event be held?

convention center	restaurant	auditorium	conference/board room	community center	military installation
meeting hall	school	open-air venue	private home	theater	museum
church	college	park	funeral home	botanical garden	ship
synagogue	university	beach	video presentation	historical site	sporting venue

5. Is there a key person to whom the speech will be given? Tell us about his/her personality, events or memories you have together.

BRIDE QUIET TEACHER THEY HAVE BEEN DATING
 GROOM ATHLETIC BOTH ENJOY KAYAKING 5 YEARS BEST
 HUMOROUS SINCERE + CARING THE INTERNET

6. What do you want your audience to think, feel or do differently as a result of experiencing your presentation?

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**.

PHILIP LONGO
 EMILY PFLAUM
 THEY ENJOY ART AND BEING OUT DOORS. ANIMAL LOVERS
 THEY MET ON THE INTERNET

Any additional *information provided later* may require an *additional revision fee of \$65.00*.
We do not provide extensive revisions according to personal preferences, etc.

Thank you for contacting Customer Service. We look forward to assisting you.

Sincerely,
The Editors
www.FirstEditing.com
cservice@firstediting.com

Please note that to ensure accuracy and efficiency, we ask that you submit all information and requests via email for rapid response.