TO: Tollie

FROM: June L. Harris (252 -771- 2731 and 757-214-5944)

The form would not permit me to actually type my responses.

1. Type of Event

ANNUAL FAMILY AND FRIENDS DAY SERVICE AT CHURCH

1. To what size group will the speech be delivered

50 - 100 PEOPLE

1. The speech will be delivered to a group made up mostely of:

A CHURCH CONGREGATION (MEN, WOMEN, CHILDREN, (ADULTS OF MIXED AGES AND GENDERS

1. Where will the event be held?

AT A CHURCH

1. Is there a key person to whom the speech will be given?

NO

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

THE TITLE OF THE SPEECH IS “THE OCCASION” FOR A FAMILY AND FRIENDS DAY CHURCH SERVICE.

I WANT THEM TO FEEL “WOW” SHE DID A GOOD JOB. (CONTINUED TO NEXT PAGE)

June L. Harris

1. Additional Information

THIS IS A PRESENTATION ENTITLED “THE OCCASION”. The occasion is an annual Family and Friends Day Service where members of the church invite their family and friends to visit the church for the day. Afterwards, dinner will be served at a different venue. I want to also thank them for coming to help the church celebrate family and friends Day. (possibly the value of family and friends?). I am suppose to be presenting “T H E O C C A S I O N”.