1. **To what size group will the speech be delivered?**  Large – 300 people
2. **The speech will be delivered to a group made up of mostly?**  Employees
3. **Where will the event be held – Restaurant Banquet Room**
4. **What kind of speech do you want? – Combination of motivational, funny and heartwarming**
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. Fair Oaks Farms employees from all our businesses.**
6. **Please share information about events or memories you have together that you would like mentioned in the speech.**
* **Opened the business in 2004 with only 5 people**
* **Today we have over 300 employees with hotel, restaurant, orchard, gas station, café, etc.**
* **Mention the company’s core values (below)**
* **Fair Oaks wants to become the best company to work for in Indiana**
* **Call out employees who have worked at FOF for more than 10 years**
1. **What do you want your audience to think or feel as a result of experiencing your presentation? They are proud to work for Fair Oaks Farms and they want to service our customers**
2. **Is there an action that you would like your audience to take as a result of experiencing your presentation? I want them to be motivated and inspired to work harder.**
3. **What is your deadline for delivering the speech? March 25th**
4. **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.**
* **I want to thank emplpoyee’s for their hard work in making Fair Oaks Farms the #1 Agritourism destination in the Midwest, thank them for making our customers feel welcome and for providing an extraordinary experience from touring our farms to the meal they have at the restaurant or café**
* **The future is bright for Fair oaks – the next 5 years will be pivotal in terms of growth – we want our employees to grow with us**

**Fair Oaks Farms CORE VALUES**

* **Excellence**
* Delivering what we promise and exceeding expectations.
* **Drive**
* Never be good with good enough.
* **Be Real**
* Honesty and integrity always.
* **Passion**
* Inspired to care about the individual, organization, and the enviroment.
* **Team Work**
* Value everyone and work together for the common good.
* **Innovation**
* If there is a better way, we will find it.
* **Respect**
* We follow the Golden Rule in all that we do.  “Do unto others as you would have them do unto you.”