EZ Speech Writers *Client Questionnaire*

 Please answer all questions that apply to your speech. The more details and information we have, the better we can tailor your speech to your audience. **Failure to answer applicable questions may delay the completion of your speech.**

1.) Event date: Date by which do you need to receive the speech? **Within the next 3-4 weeks.**

2.) What is the location/venue (a hotel banquet room, school auditorium, business meeting room, stadium, press conference, park, place of worship, etc.)? **An auditorium located on a military installation.**

Does the venue have a name (such as West High School, Thompson Arena, Moonlight Wedding chapel, City Hall, etc.)? **165 Medical Group**

3.) Name of the person delivering a speech (if client enter ‘same’)? **Colonel Patrick Morgan**

4.) Full name(s) of the person(s), being honored or celebrated? **Lieutenant Colonel Christopher Ludlow, retiree**

 Provide the title(s) (groom, bride, retiree, veteran, graduate, etc.)\_

Tell us about the person: (more room at bottom of the page if necessary) **Christopher Ludlow joined the 165 Medical Group just shortly after 911 with no prior miltary service. He joined out of patriotism thinking that he’d only spend a few years and then get out. Never in his wildest dreams did he think he’d accomplish 20 years in the Air National Guard and let alone being able to receive a retirement.**

5.) Are there specific memories, events, or incidents, (humorous/serious), that the speaker and the honoree share/shared and that should be woven into the speech? **Lt Col Ludlow is also a physician with the Air National Guard.**

**Some of his accomplishments included a deployment in 2005 to New Oleans to help with humanitarian efforts (providing medical care) for the flood victims caused by hurricane Katrina.**

**In 2009 he deployed to Iraq for a few months working in a outpatient clinic providing health care to military and contract personnel.**

**During the onset of the COVID pandemic he volunteered and went on active duty for a few months to provide manpower assistance to Georgia area hospitals who’s staff had become overwhelmed with excessive positive COVID cases.**

**Around 2010-2013 he was part of the state of Georga’s CERF-P which is essentially a Homeland Response Team which would respond to any type of natural, man-made or terrorist disaster.**

6.) Relationship between speaker and person, persons, or group, being recognized (i.e. boss, teacher, alumnus, brother, friend, maid of honor, etc.) **The speaker is Lt Col Ludlow’s commander as well as a physician colleague.**

6.) Where is the event (i.e. New England, west coast, Rocky Mountains), and does the weather or location factor into the speech event? **The event will take place in Savannah, Georgia on a Sunday afternoon and location/weather won’t factor into the speech event.**

7.) How many people will be in attendance? Estimate 60-75. How is the audience comprised (students, student graduates, parents, family, friends, employees, wedding party, business clients or associates, etc.)? **Estimate 100 in attendance. The audience will include possibly the vice wing commander, Chris’ wife Johanna, his son Andre, daughter Elizabeth, other family members, friends and members of the 165 Medical Group.**

8.) What type of speech, or combination of types of speech do you want to deliver (sentimental, humorous, informative, heartwarming, inspirational, empathetic, celebrative, serious, dramatic with flare, storytelling, political, reminiscent, some poetry, a professional presentation)? **A professional speech.**

9.) Do you want the speech to be an incentive for your audience to do anything? If so, please explain. **Not necessarily.**

10.) Are there any thoughts, feelings, emotions, that you would like your audience to experience after the speech/address/presentation? **Emphasizing his patriotism and desire to serve his country the citizens of his community and the state of Georgia.**

FINALLY: Please tell us any additional anecdotes, personalities, statistics, that may add to the depth of the speech/presentation?

 Thank you: E Z Speech Writers