

MACOMB COUNTY PROSECUTOR OFFICE STAFF
SPEAKER REQUEST FORM

Thank you so much for inviting a member of our office to appear at your event. Our office endeavors to honor as many requests as our schedules will allow. In order to expedite your request, please complete this questionnaire and return it as soon as possible to Jennifer Putney, Government and Community Affairs Director.

Email: jennifer.putney@macombgov.org.

Part 1

Contact Person (Name, Address, Telephone(s), Email): _____

Sponsor of Event: _____

Date of Event: _____

Time of Event: _____

Time of MCPO Representative's Speech/Appearance: _____

Place of Event: _____

Theme of Event: _____

Short History of sponsor and event: _____

Other participants: _____

Part 2

_____ We regret that due to a conflicting commitments, we are unable to accept your invitation. We are honored by your request and hope that we will be able to meet with your group in the future. Best of luck with your event.

_____ We are honored to accept your invitation. Please forward any written materials to our office, and provide detailed directions to the event.