

Thank you for your interest in a Shawnee County Extension Master Gardener presentation!

Complete and return this form **at least 8 weeks prior** to your requested presentation date.

Note: Providing speakers is contingent on time and availability of our volunteers. We will make every effort to accommodate your request and appreciate your cooperation.

Organization Name: _____

Please tell us more about what your group does:

Estimate members who will attend this presentation (minimum of 10): _____

Contact Person(s) Name: _____

Telephone Number: _____

E-Mail Address: _____

Today's Date: _____ Presentation Date: _____

Please provide 2 alternate dates for the presentation: _____

Presentation Time: _____ Length of requested presentation: _____

What potential topics interest your group?

Note: We do not customize topics for each group. Review list on website for suggestions and select topic(s) or suggest one that would interest your group. Remember, the broader the topic you suggest (vegetable gardening, landscaping, etc.) the more likely we will find a match.

Our volunteer speakers use PowerPoint in their presentations which at a minimum requires an electric outlet and a blank wall for presentation. Is that available at your event location? Yes ____ No ____

Hauling equipment requires additional time and effort, please check any equipment that would be available to our volunteer from your group or meeting site.

Computer _____

Projector _____

Other (please list) _____

Event location

Note: Include address, room name or number and any directions that will assist our volunteer.

Other information you'd like us know:

Please return the completed form to:

lwwiens@ksu.edu and jleever@ksu.edu or

Lane Wiens
Horticulture Agent
1740 SW Western
Topeka, KS 66604

Shawnee County Extension Master Gardeners are a volunteer group within K-State Extension. Our volunteers seek to influence and change behavior of our audiences to improve their lives and our communities through research-based educational programs.

Kansas State University is committed to making its services, activities and programs accessible to all participants. If you have special requirements due to a physical, vision, or hearing disability, contact Lane Wiens, at 785-232-0062 ext. 104.

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FOR OFFICE USE ONLY below this line.

Name of Master Gardener Presenter: _____

E-Mail: _____

Phone: _____ Additional Phone: _____

Presentation Date: _____ Presentation Time: _____