



Knott Educational Lecture Program - Request for Lecturer

This form can be submitted electronically by following the format and submitting the required information as requested.

Contact Information

Name of Chapter or Society _____ Date _____

Name of Chapter/Society Representative/Contact _____

Address _____

Work Phone (_____) _____ Home Phone (_____) _____

Email _____ Fax (_____) _____

Meeting Information

Meeting Dates _____ Lecture Date/Time _____

Meeting Location/Facility _____

Address _____

Phone _____

If the hosting city does not have a major airport, please indicate the nearest major city and airport. _____

If the meeting is not being held in a hotel, please provide information for the lecturer accommodations/hotel reservation. Hotel _____

Address _____

Phone _____ Guest Fax _____

Expected number to attend the meeting _____

Lecture Topics/Information

List your preference for lecture topics:

First choice _____

Second choice _____

Third choice _____

→
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Available audio/visual aids:

- LCD data projector Slide projector Overhead projector Flip charts
 VCR & monitor Laser pointer Wireless mouse
 Other _____

Only one Knott Lecturer can be funded each fiscal year. Chapters and societies selected to host the Knott Lecturers will be chosen according to the following:

- 1. The order in which applications are received.*
- 2. How recently the chapter or society has hosted a Knott Lecturer.*
- 3. Completed Knott Lecture Request Form submitted by the appropriate deadlines.*

Briefly state why your chapter/society would like to host a Knott Lecturer.

*Chapter and society meetings scheduled from Sept. 1, 2023 to August 31, 2024 are now eligible for the Knott Lecturer Program. The application deadline is **June 1, 2023**.*

Mail, e-mail or fax the completed form to:

Linda Kelly, MS, R.EEG/EP T, R NCS T, FASET, CSSGB
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Morton, PA 19070

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877-207-2235 fax
Linda@aset.org