



Read To Me Presentation Request Form

Organization _____

Contact Person _____

Phone Number _____ Fax _____ E-mail _____

Contact Address _____ City _____ State ____ Zip _____

Event Address _____ City _____ State ____ Zip _____

[Please specify the exact location of presentation (i.e. Room #, Library, etc.)]

Please describe your event _____

Audience _____ Number expected _____

(Parents, Parents & Children, Teachers, Students, Community etc.)

Date Request (in order of preference) (1) _____ (2) _____ (3) _____

Presentation Time (1) ____:____ am (2) ____:____ am (3) ____:____ am
pm pm pm

How long would you like the presentation to be? _____


Would you like to include a book-related craft activity? Yes No

Would you like a brief lesson on how to read aloud to children? Yes No


Would you like a book talk on interesting books (bibliography)? Yes No


What type of special equipment or craft supplies will be available for use?

(Projector, computer, crayons, markers?)

 Please fax completed form to **(808) 955-7601** or email to **Read@ReadToMeIntl.org**.

 Reservations will be accepted on a first-come first-served basis.

 An email will be sent to the address entered above to confirm your presentation and/or request additional details.

 If you need further information, please call the office at (808) 955-7600 or email Read@ReadToMeIntl.org.

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