



Speaking Engagement Application

North-Central Idaho Speakers Bureau

A program of the Nez Perce County Historical Society

APPLICANTS

- Non-profit and for-profit entities, community organizations, and educational facilities within established boundaries
Established boundary: any county within the state of Idaho, including Asotin County.
 - Other Idaho locations by approval of the Bureau Administration.

BOOKING & CONFIRMATION

1. **Contact the speaker to schedule the engagement topic, date and time.**
 - a. Speakers' topics and contact information is on our website
<https://www.nezpercecountymuseum.com/speakerapplication>.
 - b. What are the needs of speaker/host? AV equipment? Space/display tables?
2. **Complete and return the Speaker Engagement application**
 - a. Application must be received **prior** to speaking engagement date.
 - b. Application must be received for speaker to honor agreed upon date/place/time.
3. **Confirmation of engagement will be emailed.**
 - a. To the speaker and host within 1-3 days.

Host must fill out evaluation form at completion of presentation and send to: npccurator@gmail.com

ENGAGEMENTS

- All Speaker Bureau engagements must be free and open to the public.
- Introduction of each speaker must include the following acknowledgment:
“All speaking engagements are made possible by the generous support of the Nez Perce County Historical Society and the Idaho Governor’s Lewis and Clark Trail Committee.”

Hosting Organization

Contact Name

Phone Number

Email Address

Hosting Organization Mailing Address

City

State

Zip Code

Speaker

Topic

Date & Time

Please email or mail completed form to:

Nez Perce County Historical Society
0306 Third Street
Lewiston, Idaho 83501

OFFICE USE ONLY

Rec'd _____

Rd _____

Conf'd _____