

## Fair Speaker Notes

Name of Speaker: \_\_\_\_\_

Agency: \_\_\_\_\_

Address/email/phone \_\_\_\_\_

\_\_\_\_\_

Questions to Ask:

1. \_\_\_\_\_

2. \_\_\_\_\_

Main Points	Information
What is the Agency?	
Who is my contact?	
What are the services this Agency could provide for me?	
What do I need to do to get these services?	
Other information	