



January 1, 2017

Dear Mrs. Smith

Reference your inquiry of *Date* for the available of an American Iris Society speaker.

Please provide the following information in order to identify potential speakers for your consideration. I will provide you a list of speakers that match your needs or expectations.

1. Identify the topics in Section 1: Judges Training and/or Section 2: General Programs that you are interested in. If none of the options fit your needs, then provide me a topic, and I will try to find a match.

2. Please indicate the expenses that you are willing to cover:

Gas/Airline: _____ Motel: _____

Meals: _____ Stipend: _____

3. Do you want information postal or electronic?

4. Please complete and return to me via e-mail or postal.

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Atch 1: AIS Speaker Topics