



"FIX MY VOICE"™ VOCAL HEALTH & PEDAGOGY WORKSHOP BOOKING REQUEST FORM

As you are aware, there are many details that go into bringing a Facilitator to a city for any event. Please complete this form as all of the information you can provide initially will assist in the booking process. Please be aware that this serves as an invitation only, NOT a confirmation of appearance; it will merely assist us in making the best decision possible while doing all that we can to meet your request. Please answer the following questions and return this completed form via e-mail:

Booking Administration: Harrel F. Braddy, Jr. – themahi.info@gmail.com
Any additional questions, please contact (513) 453-7007

Facilitator (s) Requested: _____

Title of Event: _____ **Date of Event:** _____

Type of Event (circle one): Band Tracks Preaching Workshop/Clinic

Event Time: _____ **Facilitator's Time Slot:** _____

Sponsor/Host of Event: _____

Main Point of Contact: _____

Contact Phone (day of): (____) _____ - _____ **Email:** _____

Event Venue: _____

Venue Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Nature/ Theme of Event: _____

Attire (Circle one): Casual Formal Church Attire Other _____

Venue Capacity: _____ **Anticipated Attendance:** _____

Start Time: _____

End Time: _____

ADDITIONAL DETAILS:

(Please complete the remaining requested information below.)

Names of other invited guests/Facilitators/Presenters:

What is the anticipated program order?

How long would you like the Facilitator to perform/present? _____

How many topics would you like the Facilitator to present? _____

What is your budget for the entire event? _____

What is your budget to book our Presenter/Facilitator? _____

Is there a registration fee? (Y)/(N) _____

If so, how much are ticket prices? \$_____

What is the expected date for promotions to begin? (mm/dd) _____

How will you be marketing the Event?

Thank you for considering the workshop facilitation of Ashaala Shanae and the "Fix My Voice™" Vocal Health and Pedagogy Workshop for your event. We look forward to working with you to make this a great experience. Once this form is filled out and returned, we will then issue an official Memorandum of Understanding, in which once agreed upon, filled out, signed, and returned, confirms the event in our schedule. If you have any questions or concerns, please email themahi.info@gmail.com, or call (513) 453-7007.