

# IZABELA LUNDBERG PRE-PROGRAM QUESTIONNAIRE

**The following information will help Izabela customize her presentation to fit your audiences needs. Please fill out the information and email back to: [Izabela@IzabelaLundberg.com](mailto:Izabela@IzabelaLundberg.com)**

Contact Information: \_\_\_\_\_

Name of client or group: \_\_\_\_\_

Client's Address: \_\_\_\_\_

Client's Website: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Event Coordinator: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Logistics: Event Location: \_\_\_\_\_

Event Address: \_\_\_\_\_

Event Meeting Room: \_\_\_\_\_

Izabela Lundberg Pre-Program Questionnaire Phone #: \_\_\_\_\_

(If reserving a hotel for Izabela, please reserve a king bed & non-smoking room. Direct bill room & tax to your master account.)

Hotel Name: \_\_\_\_\_

Hotel Address: \_\_\_\_\_

Hotel Phone #: \_\_\_\_\_

Hotel Confirmation #: \_\_\_\_\_

(If you are providing transportation please specify below)

Nearest major airport to meeting site: : \_\_\_\_\_

Airport to Hotel Transportation Information: \_\_\_\_\_

If someone is meeting Izabela at airport, what is their name & phone #: \_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Incase of an emergency or flight delays/cancellations, who should Izabela contact?

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Program Information: Program Theme: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Meeting start time and end time: \_\_\_\_\_

Length of talk: \_\_\_\_\_

Izabela's start time and end time: \_\_\_\_\_

Izabela's Presentation Topic: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

(Awards Banquet, Annual Meeting, Trade Show, Leadership Training, Other)

Who will introduce Izabela: \_\_\_\_\_

What is happening before and after Izabela's Presentation: \_\_\_\_\_

Meeting Attire: \_\_\_\_\_

List other speakers & their presentations that will be at this event:

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

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

3. \_\_\_\_\_

List 3 adjectives to describe speakers in the past that have been a bit hit with your group :

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

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

3. \_\_\_\_\_

List 3 objectives for Izabela's presentation(s):

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

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

3. \_\_\_\_\_

Is there a slogan, company creed or values that you would like Izabela to use in her

presentation?: \_\_\_\_\_

Audience Information: # of Attendees: \_\_\_\_\_

Average Age: \_\_\_\_\_ % Female: \_\_\_\_\_ % Male: \_\_\_\_\_ What type of audience will be

attending this event? \_\_\_\_\_

What are some of the biggest challenges your audience members are facing?

\_\_\_\_\_

What are some big achievements within your organization?

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List 3 KEY people, with phone # & Email, Izabela can interview within your company:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Any suggestions on how Izabela can make this event even better for you?

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How did you hear about Izabela?

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(Speaker's Bureau, Social Media, Website, Word of Mouth, Heard Izabela Speak)

Clients often purchase Izabela's products to extend the value of her presentation. Would you like to discuss what your discount would be on this option? YES \_\_\_\_\_ NO \_\_\_\_\_

Please send all correspondence to: Izabela Lundberg Email: [Izabela@IzabelaLundberg.com](mailto:Izabela@IzabelaLundberg.com)

Mail: 1541 Marion St., Suite 18223, Denver, CO 80218 | Phone: 720-371-3688

Please feel free to use the links below on your website to introduce your audience to Izabela:

WEBSITE: <http://www.izabelalundberg.com>

PRODUCTS: [www.izabelalundberg.com/store](http://www.izabelalundberg.com/store)

LEADERSHIP BLOG: [www.izabelalundberg.com/blog](http://www.izabelalundberg.com/blog)

LINKEDIN: <https://www.linkedin.com/in/izabelalundberg>

FACEBOOK: [www.facebook.com/meetizabelalundberg](http://www.facebook.com/meetizabelalundberg)

TWITTER: <http://twitter.com/izablalundberg.com>

Thank you! We look forward to providing you with an amazing presentation for your meeting!!!