

**Rx for Sanity MEETING SURVEY**

<b>ORGANIZATION NAME</b>	
<b>ORGANIZER of MEETING, Name and Position</b>	
<b>Your Address, Phone and eMail</b>	Address:  Phone: Email:
<b>TITLE OF PROGRAM</b>	
<b>DATE/LOCATION</b>	Date: Location:
<b>EMERGENCY CONTACT</b>	If Dr. Raymond has ANY problems/emergencies on her way to your program, whom should she contact? Please include business AND contact information AT meeting (i.e., hotel, phone, etc.)  Contact: Phone: Meeting Location Contact:
<b>EQUIPMENT NEEDS</b>	Dr. Raymond uses the following equipment in her presentation. Please circle those items that will be UNAVAILABLE so she can make arrangements to provide her own, for the success of your meeting:  Connection to Digital Projector / Cordless Lavalier microphone/ Audio Jack  All Necessary Equipment Will be Available: Yes

What is the purpose of your meeting? Is there a theme?

How will your program be advertised and participants recruited? Is attendance voluntary, suggested, required? PLEASE SEND US A COPY of all program announcements/other promotional materials so our presentation will be consistent with your promotion.

Who will be introducing Dr. Raymond?

Name/Title

Email

What takes place immediately before Dr. Raymond's Program?

What occurs immediately after Dr. Raymond's Program?

Tell us about our audience: They are:

Expected Size

Average age or range

% Females                      % Males

Are Spouses Invited? Y N

How are you going to prepare your people for Dr. Raymond's presentation?

Dr. Raymond desires to tailor her presentation to your specific needs...please indicate what you feel are the TOP CHALLENGES faced by the participants in this program.

- 1.
- 2.
- 3.

What are your people doing right? What is going well for your industry or group? Identify two or three positive points or recent successes Dr. Raymond can give credit and recognition for!

If you were paying \$20,000 for Dr. Raymond's presentation (!) what would your expectations be?

Dr. Raymond has an advantage that you do not: when she has finished, she gets to leave! What would you like her to say to your organization that you'd like to say, but cannot because YOU have to be there tomorrow?

If one of your members comes running in just as Dr. Raymond finishes her presentation, what would you want the audience to say that Dr. Raymond said, in three sentences?

- 1.
- 2.
- 3.

What three things do you want your people to start doing AFTER this presentation?

- 1.
- 2.
- 3.

Can you provide names and contact information for 3 other people who will be in attendance? We may contact them for more 'grass roots' information gathering.

1.

2.

3.