

Checklist for Sponsoring an FSQ Workshop

FSQ Member _____ Phone # _____

E-mail address _____

Speaker _____

Speaker's Address _____

Speaker's E-mail address _____

Speaker's fee \$ _____ Speaker's Phone # _____

Name of Workshop _____

Place where workshop will be held _____ Room cost \$ _____

of Attendees to be accommodated _____

Cost/attendee \$ _____ Date & Time _____

Materials & Supplies _____

Comments: