

# **Treasure Valley Consultants' Network Proposal for Presentation**

To ensure we are providing a diverse mix of quality topics to our membership and attendees at our meetings, please provide us with a brief proposal for consideration:

## ***Guidelines***

Please note the following:

1. Presentations must be no more than 50 minutes in length (30-40 minutes of content allowing for 10-20 minutes of question and answer time).
2. Be prepared and supply your own presentation materials and A/V equipment needed to effectively present.
3. Commit to delivering a presentation on the agreed upon date and time that will be posted in all TVCNet marketing materials (direct mail, press releases, website, blog, etc.)

## ***Presentation Information***

Please provide the following presentation information on a separate sheet:

1. Topic/title of presentation.
2. Speaker contact information including company being represented, name, address, phone number, e-mail, etc.
3. 1-2 sentence description of the presentation topic.
4. Brief outline of the presentation content you intend to speak on.
5. Briefly describe the target audience you intend to reach with your presentation topic

## ***Selection Process***

Presentation topics are selected and scheduled on a first come, first serve basis. If you intend to present, it is important that you submit your topic according to the guidelines and presentation information.

TVCNet will work the presenters to fine-tune topics to ensure proper fit with the intended audience.

Please submit your proposal by email to [justin@tvcnet.org](mailto:justin@tvcnet.org).

For questions or additional information, please contact Justin Beller at (208) 484-6692 email [justin@tvcnet.org](mailto:justin@tvcnet.org).