

SPEAKER REQUEST



Defense POW/MIA Accounting Agency Washington, D.C. 20301-2300

Thank you for your interest in DPAA. When requesting approval for a speaker, complete this form for consideration. Please return the form to the Public Affairs Office at dpaa.ncr.oc.mbx.public-affairs@mail.mil.

GROUP INVITING THE SPEAKER
Organization/Group Name:
Contact Person:
Email:
Phone:
EVENT
Name of Event:
Date and Time of Event: Is this event virtual or in person?
Location of Event:
Expected Attendance (number):
Inside or Outside Event:
Are guests paying to attend your event? If so, how much?
Is any portion of the event a fundraising event?
Is the host offering to pay travel expenses (e.g., airfare, lodging, etc.)? If so, what travel expenses?
Any information about any other items of value the speaker may receive (e.g., speaker gift, meal, free parking).
Special Requests/Considerations: