



Webster Public Library
980 Ridge Road
Webster, NY 14580
585.872.7075
Fax: 585.872.7073

Presenter Application Form

Presenter/Performer & Program Information

Presenter/Performer's Name: _____

Today's Date: _____

Mailing Address: _____

E-Mail: _____ Phone: _____

Program Title: _____

Ages Range of Intended Audience: Children____ Teens____ Adults____ All Ages____

Program Description/Outline (please attach outline if applicable):

Technology Needs (check all that you will need the library to provide)

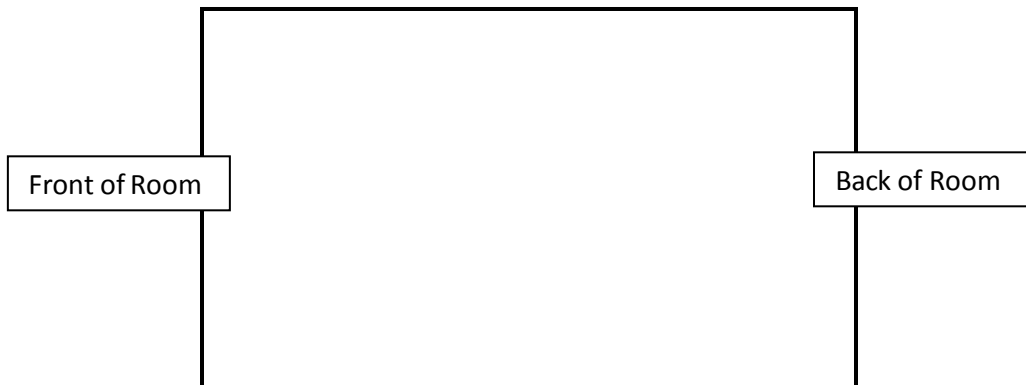
DVD Player ____ Projector ____ CD Player ____ Microphone ____ PC ____

Other (please specify) _____

Room Set Up (please indicate the number of each item below needed for your presentation)

Chairs: _____ Tables (6 foot, collapsible): _____ Other: _____

Configurations (sketch to the best of your ability):





Supplies/Materials You Will Provide

Cost of Program

Cost to the library/Speaker fees: _____

Cost to Attendees (materials fees only): _____

Where (if applicable) have you given this presentation before?

Webster Public Library programs are booked four months in advance. If your program/presentation is within our interests, budget, and scheduling abilities we will contact you to set a time and date and to confirm details. If you do not hear from us, your application will remain on file for future consideration. Please attach a brochure and/or reference as you see fit.

Thank you for your submission,

Webster Public Library Adult Programs Coordinator

*Disclaimer: As a non-profit organization, we have a strict "No Solicitation" policy within library walls. Presenters who would like to market/sell their products or services should seek a different venue, as your application will not be considered for further review.