

# EARTH STEWARDSHIP DAY PRESENTER FORM

1. Name of Organization \_\_\_\_\_

2. Address \_\_\_\_\_  
Street City Zip Code

3. Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

4. Email \_\_\_\_\_

5. Name of Presenter(s) \_\_\_\_\_

7. Number in Group for Lunch \_\_\_\_\_ Any Dietary Restrictions? \_\_\_\_\_

8. Title of Presentation \_\_\_\_\_

9. Maximum number of children accommodated at one session (circle most appropriate\*):

up to 20    21-31    32 or more    \* we will do our best to accommodate your needs

10. Description of Presentation

\_\_\_\_\_  
\_\_\_\_\_  
(No videotape, overhead presentations, slide shows or power point, please)

11. What is your environmental message to the students?

\_\_\_\_\_  
\_\_\_\_\_

12. Is there a fee involved for your presentation, and if so, how much? \_\_\_\_\_

13. Preferred Location: Inside \_\_\_\_\_ Outside \_\_\_\_\_ Either \_\_\_\_\_

14. What type of area/space is required/preferred for your presentation? (i.e., same as last year, grass or concrete, flat or doesn't matter, etc.)

\_\_\_\_\_

14. Number of Tables \_\_\_\_\_ Number of Chairs \_\_\_\_\_  
(Chairs are for presenters only)

15. Electricity needed:    yes    no    Water needed:    yes    no    one time access

Note: Presenters are responsible for electrical extension cords, any specialized equipment and garden hoses.

16. Please provide exact details as to what you will be bringing or will need for your presentation:

- Boat/Trailer (dim. \_\_\_\_\_)     This is a game (anticipate noise)  
 Area to run (dim. \_\_\_\_\_)     Other \_\_\_\_\_

17. Would you be able to present on the rain date, if needed?    Yes    No    Not sure

\*Presentations run 20-minutes long with a 10-minute travel time. Do you need a double session time frame (50 minutes)? Yes    No

Can you accommodate a larger or double class size? Yes    No

THANK YOU!!!

Please send this completed form to: Kristi Morris, Illinois EPA, MC #5, 1021 N. Grand Ave. W., Springfield, IL 62702; Fax: (217) 785-8346; Email: kristi.morris@illinois.gov; Phone: (217) 558-7198