

## Nevada State Office of Energy (NSOE) Speaker Request Form

The NSOE is happy to speak at energy-related events and conferences whenever appropriate and possible. Please fill this out if you'd like someone from the NSOE to speak at your event and fax to: (775) 687-1869. NSOE staff will evaluate the request and notify you within 10 business days. Requests must be received at least 30 days before the event.

Event Name	
Event Date	
Event Time	
Event location, including full address and zip code	
Organization Name	
Contact name, phone number and email	
Event description (include flier if possible)	
Event web link	
Topic you would like the NSOE to address	
Number of expected attendees	
Description of audience (general public, industry experts, etc.)	
Additional information	
How were you referred to the NSOE?	
Are you already working with someone on the NSOE staff for this event? If so, who and how are they involved?	
Estimated cost to attend	
Date response is needed	

For NSOE Internal Use:

Recommended level of support	<ol style="list-style-type: none"> <li>1. High level of support - critical in advancing NSOE goals and mission.</li> <li>2. Strong support – important in helping accomplish NSOE mission.</li> <li>3. Support – aligns with NSOE mission but should not be project specific.</li> <li>4. Do Not Support – does not align with the NSOE's goals and mission.</li> </ol>
Additional notes	