Sign – In Sheet

Presenter's Name: _____ **Date:** _____

Location: _____ **Contact's Name:** _____

Phone / Email: _____

Topic / Program: _____ **Describe Audience:** _____

Participant Information

Name	Phone	Email Address	May we contact you via email with important announcements, etc.? (yes or no)

Name	Phone	Email Address	May we contact you via email with important announcements, etc.? (yes or no)