

karla k. morton
2010 Texas Poet Laureate

Speaking/Presentation Request Form – Conventions, Conferences, Public Libraries, Universities, Etc.

Contact Person _____ Organization _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

Please describe your event and/or provide website with more details:

Date & Time _____ If date not selected yet, provide potential date(s) _____

Location _____

How do you plan on utilizing the poet laureate? (i.e., keynote speaker, do a reading, lead workshop, etc.)

Length of time _____ Approx. # of attendees _____

Will Karla be able to sell books at venue/event? _____

How will Karla be promoted? _____

Speaking Fees & Travel Expenses

The title of Texas Poet Laureate is the greatest honor of Karla's life! This honorable title, however, does not include any compensation or funding for travel, expenses or time.

Speaking Fee/Honorarium

- **\$300** - for most venues and events
- **\$500 - \$1000** – for large or full-day events; varies based on distanced traveled and nature of event

Travel Fees

- For speaking engagements outside a 50 mile radius of Denton, Texas, lodging plus one meal per day must be provided. If a flight is required, airfare and transportation must be provided.

Karla waives her speaking fee for secondary schools participating in the Little Town, Texas Tour's Day of Poetry, military, charity or official state functions. However, travel and lodging expenses must still be covered for these events 50 miles outside of Denton, TX.

Located 50 miles outside of Denton, Texas? _____

If Yes, will you provide lodging and one meal per day? _____

If Yes, will Karla be home-housed or will hotel accommodations be provided? _____

Please return this form as soon as possible to:

Kelly Kirkendoll
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Email: kelly@shafercommunications.com