

# karla k. morton

2010 Texas State Poet Laureate

## Speaking/Presentation Request Form

Contact Person \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Are you a high school and want to participate in the Day of Poetry? \_\_\_\_\_

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

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

Date & Time \_\_\_\_\_

Location \_\_\_\_\_

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

\_\_\_\_\_

Length of time \_\_\_\_\_ Approx. @ of attendees \_\_\_\_\_

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

How will Karla be promoted? \_\_\_\_\_

FEES: Travel and lodging expenses must be covered, and a speaker's fee of \$100-\$1000 is charged for events, depending on distance traveled, size of group and nature of event. Fees help fund karla k. morton's tour to high schools across Texas. **There is NO FEE charged for schools participating in the Little Town, Texas Tour's Day of Poetry or for military, charity or official state functions.** Please let us know if you require assistance with fees and expenses.

**Please return this form as soon as possible to:**

Kelly Kirkendoll Shafer

Shafer Communications for karla k. morton

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Fax: 817.887.3269

Email: kelly@shafercommunications.com