



UNITEDPERFORMINGARTSFUND

2018 UPAF CAMPAIGN PERFORMER/SPEAKER REQUEST FORM

Please complete this form to request a UPAF Member Group performer or speaker during your UPAF Workplace Giving Campaign. If you are requesting multiple performances, please fill out a separate form for each occasion. Before you submit this form please:

- Confirm all dates, times and locations of performances with your company.
- Reference the Performer/Speaker Guide for performer options and individual performance requirements.
- Consider 3 Performer/Speaker options in case your 1st or 2nd choice is unavailable.

This form must be returned to your UPAF Loaned Executive prior to the dates indicated by the performer or speaker you are selecting.

Company Name: _____ Coordinator Name: _____

Phone Number: _____ Email: _____

Performance Date: _____ Performance Address: _____

Arrival Time: _____ am/pm Performance Time: _____ am/pm Performance Length: _____ am/pm

Parking/Arrival Instructions:

Audience Size: _____ Other Audience Information: _____

Company Will Provide:

Outlets __ Microphone __ Armless Chairs __ Wood Floor __ Piano __

Other: _____

Performance Choice 1: _____

Performance Choice 2: _____

Performance Choice 3: _____

Comments/Additional Information for Performer:
