## Questionnaire

This questionnaire will enable Steve to tailor his presentation to the specific needs of your group. Please answer all questions as completely as possible, but feel free to skip those which might be irrelevant to your group. You may complete the questionnaire and email, fax or mail it back. If you would prefer a personal phone call to share this information, Steve would be happy to arrange a time to talk. Please contact him at 706-290-3121.

Please include whatever printed information is available which you feel would help Steve understand your organization's people, products, services, culture and/or industry. Too much information is far better than too little, so give us all you have.

This could include:

new employee orientation information

annual reports

newsletters

advertising

product literature

promotional materials

trade publications

current articles about your industry

newspaper or magazine articles about your organization

information about the culture of your organization

Please supply us with copies of the Meeting's Agenda as well as promotional materials related to the meeting.

It is not our desire to create additional work for you by asking for the completion of this questionnaire, but it is our intent to create the best value for your people.

Return the questionnaire to us at your earliest possible convenience.

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