

Section/Committee Meeting Request Form

Name	Phone
e-mail	
Section/Committee	
Meeting Date	Meeting Time
Zoom VideoZoom Conference	Call
Venue Preference #1	
Venue Preference #2	
Full Section Meeting Exec	utive Committee
Co-sponsor/Joint Meeting	
Meeting Agenda:	
A/V Requirements	
Head Table Required	Number of Speakers
Estimated Attendance	
Event Title for Reader Board (if applicable)	
Miscellaneous Instructions	