

SPEAKER AND SESSION FORM

As you would like them to appear in all conference materials

Please return, along with a high resolution head and shoulders photograph, to Liz on liz.taylor@closerstillmedia.com OR upload directly into the speaker system.

Speaker Name:	
Post-nominal Letters:	
Job Title:	
Organisation/Company Name:	
Email address:	
Phone number:	
Personal twitter handle	@
Workplace twitter handle	@
Speaker Biography: (Max 200 words summarising your professional background in third person)	
Session Title:	
Session synopsis: (50-75-word summary of the presentation)	
Approved tweet regarding your session (max 280 characters)	
Printed copy of the Event Guide required	Yes / No
Name and address to send to:	

<i>Please complete if relevant to your company requirements</i>	Sponsorship declaration statement: <i>Please give instructions below as to how this should be displayed and if different ones are required the different mediums, please.</i>	Job bag number(s): <i>Please provide all job bag numbers below from the outset so that we may provide as much for approval in one go. You may require different codes for different mediums please bear this in mind.</i>
Programme overview – a quick view – just title, speakers names and places of work - this will appear online, and in print in the pocket guide – as a PDF.		<i>Please provide if required</i>
App – copy mirrors the website		<i>Please provide if required</i>
Website - full session details		<i>Please provide if applied</i>

Speaker photo - *Please provide*

Please provide a head and shoulders photograph for online materials.

Company logo - *Please provide*

Please provide a high-res eps (or ai format) file of your company logo