



Presented by the North Carolina Home Builders Association

Program Proposal – Cover Sheet

Proposal submitted by: *This person will receive all communications regarding the status of the proposal.*

First Name: _____ Last Name: _____

Title: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

If my program is selected I understand that I will be required to provide detailed handouts to be emailed to students prior to the event. Initial here: _____

Mail, email, submit online or fax your completed proposal by 5:00 p.m. on Friday, November 16, 2018 to:

NCBI Trustees
P. O. Box 99090
Raleigh, NC 27624

Email: abarnes@nchba.org

Fax: (919) 676-0402

Website: <http://21buildingexpo.com/education/call-for-speakers/>



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Program Proposal—Format/Speakers

Proposed Title: _____

Subject Track: _____

See the "guidelines" page for a list of subject tracks

Format: 1-hour conference program 1 ½-hour conference program 2-hour conference program

Please note: In the interest of overall conference balance, proposed program content and/or speakers are subject to modification.

Principal Presenter or Moderator:

(AIA, MIRM, etc.)

Name: _____ Designation(s): _____

Company: _____ Title _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Describe this individual's qualifications to speak on this subject matter below or on the back of this sheet. (You may substitute an attached biography if preferred.)

Additional Presenters (optional) *To list further presenters, you may photocopy this page*

(AIA, MIRM, etc.)

Name: _____ Designation(s): _____

Company: _____ Title _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Describe this individual's qualifications to speak on this subject matter below or on the back of this sheet. (You may substitute an attached biography if preferred.)



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Program Proposal—Content

Please provide a description of your program to be included in marketing materials. *Please note: the description may be edited to better fit in our marketing content.*

Why your program will be relevant to builders in September 2019:

Briefly outline the major points you will cover, including presentation format:

Have you presented this program, or a similar program, previously? Yes No

If yes, when and where?

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