

EVENT REQUEST

Please provide the following information when inviting Secretary of State Kris Kobach to appear at an event. Check the box to indicate "yes" and leave the box unchecked to indicate "no." Use the lines at the bottom and/or a 2nd page to add answers that will not fit in the space provided. This is in addition to your printed invitation or letter.

Thank you for your request! Tori Dreyer will be happy to assist at (785) 296-4575.

Event Date: _____ * Time From: _____ * Time To: _____ RSVP by: _____

Event Name: _____ **Time Event Starts: _____ Stops: _____

Sponsor/Organization: _____ Event Theme (if any) _____

Location Building Name/Room Name or Number: _____

Location Street Address: _____ Location Parking: _____

Location City: _____ State: _____ Zip: _____ County (if in KS): _____

1st Contact Name: _____ 1st Contact E-Mail: _____

1st Contact Office Phone: _____ 1st Contact Mobile Phone: _____

2nd Contact Name: _____ 2nd Contact E-Mail: _____

2nd Contact Office Phone: _____ 2nd Contact Mobile Phone: _____

Expected Number of Attendees: _____ Type of Attendees: Members Public Media _____

Event Type: Meeting Breakfast Lunch Dinner Reception Conference Parade _____

Request Type: Attend Speak Q&A Debate Panel Introduce Welcome Keynote _____

Speech Topic: _____ Other Speaker(s): _____

Travel: Airplane Tickets Needed Hotel Needed _____ Rental Car Needed _____

Arrangements By: Event Sponsor Secretary of State Office _____ Other _____

Travel Contact: _____ Travel Phone: _____ Travel E-mail: _____

Travel Arrival Instructions: _____

Financial: Travel Paid by Event Sponsor Lodging Paid by Event Sponsor _____

Additional Information:

* Time From and To = When the Secretary is to begin and end his speech

** Time Event Starts and Stops = When the entire event takes place

Send completed form with other invitation materials to: tori.dreyer@sos.ks.gov or Fax (785) 368-8033
or mailing address Kansas Secretary of State, Front Office, 120 SW 10th Avenue, Topeka, KS 66612