

Thank you for considering our office for your upcoming event.

Please download & save this form BEFORE completing.

Click **SUBMIT REQUEST** when finished or email the completed form to AOSTraining@ohioauditor.gov.

Organization:	
Contact Name & Job Title:	
Contact Phone Number & Email:	
Name of Event:	
Date of Event:	
Location of Event:	
Address of Event:	
Topic/Session Requested:	
Detailed Description of Requested Topic/Session:	
Requested Speaker (if known):	Presentation Materials Due:
Session Start Time:	Session End Time:
Audience: <small>(Fiscal Officers, School Officials, Law Enforcement, etc.)</small>	Number of Attendees:
Audio/Visual Requirements (for AOS session only)	
Do you need us to provide a computer?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you need us to provide a projector?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you need us to provide printed copies of presentation materials to attendees?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Additional Information

As our trainings and speakers are in high demand, we ask for a minimum of 35 attendees and at least 60 days advance notice. Please contact our office if you have any questions. To view our upcoming training events, please visit <http://www.ohioauditor.gov/trainings/default.html>.

**** Save file to computer before submitting ****

SUBMIT REQUEST

Questions? Please Contact: Kimberly S. Dodds, Director of Professional Education & Training • 614-644-7347 • KSDodds@ohioauditor.gov