

CONFERENCE SPEAKER FUNDING REQUEST FORM

CHILIS will sponsor up to 2 speakers presenting a CHILIS-sponsored program at a Conference. Please submit form to the CHILIS Board meeting that is a minimum of fifteen (15) days prior to the Conference Registration date you are requesting funds for.

Name of Committee \_\_\_\_\_

Program Presentation \_\_\_\_\_

Conference \_\_\_\_\_ Date of Conference \_\_\_\_\_

Location \_\_\_\_\_

CHILIS Member? Yes No

Registration Fee \_\_\_\_\_

Name of Speaker \_\_\_\_\_ Library \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Please send application to:  
Ann Hoey, NH State Library, 20 Park Street, Concord, NH 03301 (van route: Concord, NHSL)

**Upon approval by the CHILIS Board, conference speakers should register for the conference and send payment along with the registration form. CHILIS will reimburse the registration fee after receiving the following items from the speaker:**

- a copy of the check in payment of the registration
- a copy of the completed registration form
- a copy of the CHILIS reimbursement form

Please send all of the above materials to the CHILIS Treasurer or to Ann Hoey.