

# LOVE LIFE CHRISTIAN FELLOWSHIP CHURCH

PASTOR GRACE WASHINGTON, M. DIV.



## PRE-ENGAGEMENT QUESTIONNAIRE

Please complete the following questionnaire in accordance with your organization's scheduled event. Please reply with Letter of Confirmation and other marketing materials for the event ASAP by any of the following methods: fax - 404.241.1519; email - [carolc1130@yahoo.com](mailto:carolc1130@yahoo.com) or [llife01@bellsouth.net](mailto:llife01@bellsouth.net); or mail: Love Life Christian Fellowship Church, 3980 Panthersville Road, Ellenwood, GA 30294. Thank you.

Organization /Church \_\_\_\_\_

Address \_\_\_\_\_

Pastor's Name (& Spouse) \_\_\_\_\_

Date(s) of Engagement \_\_\_\_\_

Time of Each Session \_\_\_\_\_

Contact Person(s) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Audience Profile (ex., Women, Youth) \_\_\_\_\_

Number of Participants: \_\_\_\_\_ Event Color(s) \_\_\_\_\_

Attire for Event: ☐ Formal ☐ Semi-Formal ☐ Casual ☐ Church

Purpose of Event (ex. Anniversary, workshop, luncheon, etc.) \_\_\_\_\_

Theme / Topic(s) \_\_\_\_\_

Main Scripture(s) \_\_\_\_\_

Length of Event/Session \_\_\_\_\_ Is Speaker Required for entire event? ☐ Yes ☐ No

Press Materials Needed (Bio, Photo – B/W/color) \_\_\_\_\_

Will there be a tape table? ☐ Yes ☐ No If No, can we bring table/tapes ☐ Yes ☐ No

Onsite Representative the Date of Event \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Driving Directions \_\_\_\_\_

Special Instructions/Additional Comments \_\_\_\_\_

## **PASTOR TRAVEL PREFERENCE**

(PUBLIC SPEAKING)

**PROGRAM FEE:** TBD / Please make checks payable to Grace C. Washington  
*For additional programs, international programs or training, please call for customized pricing.*

### **TRAVEL EXPENSES**

All fees quoted are in addition to travel expenses (airfare, hotel, ground transportation, meals, etc.). Hotel accommodations will be booked by client and can be billed directly to the organization.

### **BOOKS AND TAPES**

Educational materials are available upon request. Discounts are available for large orders.

### **GENERAL INFORMATION**

#### **FLIGHT PREFERENCE**

Delta, Full jet service (no prop planes)

#### **HOTEL PREFERENCE**

King-sized bed/Non-smoking  
If Armor Bearer attends, 2 rooms  
1 King, 1 Single

#### **GROUND TRANSPORTATION PREFERENCE**

To be met at the gate or baggage claim area  
by a driver (professional services or  
volunteer from organization/group)

#### **A/V PREFERENCE (WORKSHOPS)**

Wireless clip-on microphone  
Overhead Projector on six foot table  
Eight foot screen  
CD player  
VCR and television monitor  
Classroom style seating or U shape  
Table for participants

#### **AUDIO OR VIDEO TAPING**

Videotaping fee: 25% of speaking fee  
Audio taping fee: 25% of speaking fee  
Addendum to agreement required