

AIFA Association of Insurance and Financial Analysts

PANELIST AUDIO-VISUAL REQUIREMENTS

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COMPANY NAME:	ONSITE CONTACT:
PHONE:	E-MAIL:
PANELIST:	
PRESENTATION DATE & TIME:	

The following audio-visual setup will be provided for your general session presentation during the 2023 Conference at the Naples Grande Beach Resort. Any additional equipment required will be at the expense of your company.

- ◆ Laptop
- ◆ Rear or Front Screen Projection in the General Session Meeting Room
- ◆ Formal Dais with Table Microphones
- ◆ Podium with Podium Microphone
- ◆ LCD Projector
- ◆ Wireless Lavalier microphone
- ◆ Technician

All power point or video presentations are due by February 24, 2023 and should be emailed to Julian Weston at jbweston@westoninc.com . Please reference the AIFA Conference. Please bring a copy of the presentation on a memory stick for back-up.

My Company Will Be Presenting a:

PowerPoint Presentation Audio Only Other Describe _____

Please specify if your company will require additional audio-visual equipment:

Other (Please Specify)

I understand that if I require more Audio-Visual equipment than is provided by AIFA, my credit card will be charged for the items that I have selected. (Prices are subject to change).

CREDIT CARD:	AMERICAN EXPRESS	VISA	MASTERCARD
CARD NUMBER:	EXPIRES:		
COMPANY NAME:	NAME ON CARD:		
SIGNATURE:	SECURITY CODE:		

Please e-mail this form to Julian Weston at jbweston@westoninc.com no later than **February 24, 2023**.

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