



SHARON WESTON BROOME
MAYOR-PRESIDENT

JOANNE H. MOREAU, CEM, LEM
DIRECTOR

East Baton Rouge Parish
**MAYOR'S OFFICE OF HOMELAND SECURITY
AND
EMERGENCY PREPAREDNESS**

PRESENTATION REQUEST FORM

Please fill out the following information and fax to **(225) 389-2114**. Please allow at least two weeks advance notice. Someone from this office will be in contact with you to finalize arrangements. Thank you for your interest in our program.

Name of Organization: _____

Address of Organization: _____

Point of Contact: _____

Contact Phone Number: _____

Contact Fax Number: _____

Topic(s) requested: _____

How many will be in attendance: _____

What is the age group of the audience? _____

Date Requested for Presentation: ____/____/____ Alternate: ____/____/____

Time Requested for Presentation: _____

Address where presentation will be held (if different from above): _____

<u>For Office Use Only</u>	
Approved <input type="checkbox"/> Denied <input type="checkbox"/>	
Assigned to:	_____
Received:	____/____/____
Processed by:	_____
Completed on:	____/____/____
Participants in Attendance:	_____

***Possible Discussion Topics Include:**

- f Hurricane Awareness
- f Homeland Security
- f Flood Awareness
- f Terrorism
- f Weapons of Mass Destruction
- f Disaster Preparedness
- f Mitigation
- f

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