



# Resource Request Form

Return completed to Eliza May at [emay@komengreatercetx.org](mailto:emay@komengreatercetx.org).

Please select:  Educational Materials Only  Volunteers  Community Tabling  Speaker

Allow 3 weeks for Tabling, Speaker & Volunteer requests to ensure our recruiting efforts.

Please select:  Fundraising Opportunity  NA (Donation Requested for >25 sets)

Part 1: Contact Person's Information (Required from ALL requesting parties)					
Organization Name:					
Contact Name:			Title:		
Primary Contact #:			Secondary Contact #:		
Email Address:					
Part 2: Event Information & Logistics (ALL tabling requests will have educational materials; skip Part 5)					
Title/Name of Event:				Expected # of Attendees:	
Day & Date:		Time:		Set Up Time:	
Event Address/Location:					
City:		Zip Code:		RSVP Date:	
<input type="checkbox"/> Indoor	<input type="checkbox"/> Outdoor; canopy/shaded area provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	#Table(s):	#Chair(s):
% Female:	% Over 40:	% Uninsured:	% Hispanic:	% African American:	
Part 3: Volunteer Request (One month notice preferred)					
Number of Volunteers Needed:		Preferred Age:	Language Spoken:		Ethnicity/Gender:
Volunteer Shift Time(s):					
Volunteer Duties:					
Volunteer arrival time and parking instructions:					
Organization Contact and cell # for volunteers:					
Special notes/instructions for volunteers (ie: attire):					
Part 4: Presentation Topic (Speaker Request)					
Topic/Focus: (Please select only <b>ONE</b> )	<input type="checkbox"/> Overview: Susan G. Komen Greater Central and East Texas <i>(5 to 10 minutes covers information about the organization's mission, local impact, and resources)</i> <input type="checkbox"/> Komen Greater CETX & Breast Health Basics-Intro <i>(30 minutes covers organizational information and basic breast health information)</i> <input type="checkbox"/> Breast Health Basics Comprehensive <i>(60 minutes covers Breast Self Awareness information)</i> <input type="checkbox"/> MORE THAN PINK Walk® - Teams <i>(Varies in length; covers information about how to fundraise and form a team for the Walk)</i> <input type="checkbox"/> Other related topic – Please Specify:				
Presentation Format:	<input type="checkbox"/> PowerPoint Presentation (formal) <input type="checkbox"/> Discussion format Presentation (informal)				
Speaker:	<input type="checkbox"/> Survivor Preferred		<input type="checkbox"/> Male OK	<input type="checkbox"/> Language other than English:	
Part 5: Educational Materials ONLY (For NON-TABLING requests: Please indicate quantity)- No bags, individual materials only.					
<input type="checkbox"/> Pick up:		When?		By Whom?	Contact #:
Item Name	English/Spanish	Total	Item Name	English/Spanish	Total
Breast Health Basics			Young Women: Taking Care of Our Lives		
Breast Self-Awareness (BSA) Card			Breast Health Service Brochures		
Mammography: A Picture Can Save a Life			Ribbon Pins		
Men Can Get Breast Cancer					
Other: (African American, Asian, info, bracelets, rings, etc...)					