

- Client Name \*  
First Name Last Name
- Contact Name  
First Name Last Name
- Phone Number \*  
-Area Code Phone Number
- Fax Number  
-Area Code Phone Number
- Business Address  
Street Address  
City State / Province  
Postal / Zip Code
- E-mail \*
- Program Title
- Dates of Convention/Event
- Name of Event Location
- Event Location Address  
Street Address  
City State / Province  
Postal / Zip Code
- Event Location Phone Number  
-Area Code Phone Number
- Closest Airport
- Distance from the Airport
- How will Kris be Transported from the Airport  
Taxi Limo Other Kris will arrange
- What Hotel will Kris be Staying In?
- Hotel Phone Number  
-Area Code Phone Number
- Address of hotel if different from event location.  
Street Address  
City State / Province  
Postal / Zip Code
- Will this be Charged to Your Master Account?  
Yes No
- Brief description of those who will be attending your event



