

# Kirk's Tech Requirements

Dear Meeting Planner, Thank you for choosing me to be a speaker at your event. I do not take this opportunity lightly. It is an honor and a privilege to be able to share the wisdom I have with others from the platform. I plan to share knowledge, enlighten participants and be the best investment you've ever had. So sit back, relax and enjoy my presentation that I guarantee will benefit everyone in attendance.

One thing I promise is when I arrive; I'm the easiest speaker you've ever dealt with. I have no excessive baggage and will be making no demands like 'I want a glass of goat's milk from Cambodia' or 'honey guava shampoo from Hawaii' ☐ I can be summed up in one phrase; low maintenance. I know how stressful these events can be. That said, when you bring me in, you can stop worrying about the speaker and focus on getting through the rest of your to-do list. My goal is to have you say, "Wow. He was a great person to work with, very low maintenance and a **great investment.**"

Here is a brief list of my (very low-tech) requirements:

## [Keynote Addresses]

1. Lavalier mic (For audiences of 100 +)
2. Theatre style seating
3. Two bottles of water

## [Workshops]

1. Lavalier mic (For audiences of 100 +)
2. Theatre style seating
3. Two bottles of water
4. Flipchart or whiteboard with markers

So far, so good!

Kirk Hawkins