

Intended Audience:

Suggested Date & Time
(note: most Library programs are planned 4 months in advance)

Is there flexibility? Yes No

Audio/Visual & Equipment Needs:

Where would you like to provide this program?

- | | |
|--|--|
| <input type="checkbox"/> Alderney Gate Public Library | <input type="checkbox"/> JD Shatford Memorial Public Library |
| <input type="checkbox"/> Bedford Public Library | <input type="checkbox"/> Keshen Goodman Public Library |
| <input type="checkbox"/> Captain William Spry Public Library | <input type="checkbox"/> Musquodoboit Harbour Public Library |
| <input type="checkbox"/> Cole Harbour Public Library | <input type="checkbox"/> Sackville Public Library |
| <input type="checkbox"/> Dartmouth North Public Library | <input type="checkbox"/> Sheet Harbour Public Library |
| <input type="checkbox"/> Halifax Central Library | <input type="checkbox"/> Tantallon Public Library |
| <input type="checkbox"/> Halifax North Memorial Public Library | <input type="checkbox"/> Woodlawn Public Library |

How many programs would you like to provide?

Is the program part of a larger event or series?

Yes No

If yes, please provide details:

Are there other program partners involved?

Yes No

If yes, please provide details:

Are you providing this program elsewhere?

Yes No

If yes, please provide details:

Are you able to provide this program free of charge?

Yes No

If no, please provide details:

Do you have promotional strategies?

Do you plan to invite media?

Yes No

Do you plan to film this event?

Yes No

Presenter Details

Biography and Qualifications:

Resume provided (*optional*)

Do you have experience presenting to this audience?

Yes No

References:

Name _____ Email _____

Phone () _____ Relationship _____

Name _____ Email _____

Phone () _____ Relationship _____

Letter of Reference provided (*optional*)

Additional Information (*optional*)

Complete and save this form, and email it, along with any supporting documents (to a maximum of 4 files), to libprograms@halifax.ca.

THANK YOU!

Your proposal will be forwarded to the appropriate staff for consideration.