

## SPEAKERS BUREAU REQUEST

RE 129 (Rev. 6/20)

### GENERAL INFORMATION

- California Department of Real Estate (DRE) staff regularly present at conferences, meetings, trainings, webinars, and other events throughout California. To request a DRE speaker, please complete the form below.
- At this time, we are only able to accommodate government entities, trade organizations, and/or affiliates. Private companies/offices can not be approved.
- Only events with an expected attendance of 50 or more will be considered.
- A minimum of 30 days, advanced notice is preferred. However requests with a shorter timeframe will be considered. We will only process events up to six months in advance.
- Events which offer CE Credit to the audience or speakers will not be approved.
- No Gifts or Honoraria can be accepted by the Speaker
- **After you submit your form:**
  - **Please have patience**, we are experiencing a high level of speaking requests.
  - **Please allow two weeks** for a DRE representative to contact you using the contact information provided in your form.
  - To check the status of your request, please email [SpeakerBureau@dre.ca.gov](mailto:SpeakerBureau@dre.ca.gov).

### REQUESTOR INFORMATION

TODAY'S DATE:		NAME OF YOUR ORGANIZATION:	
TYPE OF ORGANIZATION (TRADE, CONSUMER, ETC.):		TOTAL NUMBER OF MEMBERS:	ORGANIZATION'S WEBSITE:
CONTACT NAME AND TITLE:		CONTACT PHONE:	CONTACT EMAIL:

### EVENT INFORMATION

DATE OF EVENT:	ADDRESS OF EVENT:		
NAME OF EVENT:			TIME OF EVENT:
THEME/PURPOSE OF EVENT:	PRESENTATION FORMAT (PANEL, KEYNOTE, ROUNDTABLE, ETC.):		
PROPOSED TOPIC:			

I'D LIKE A DRE SPEAKER TO COVER (INCLUDE TOPICS)

- |                                                         |                                                  |                                                          |
|---------------------------------------------------------|--------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> DRE OVERVIEW                   | <input type="checkbox"/> LICENSING               | <input type="checkbox"/> ENFORCEMENT                     |
| <input type="checkbox"/> PROPERTY MANAGEMENT            | <input type="checkbox"/> MORTGAGE LOAN ORIGATION | <input type="checkbox"/> HARD MONEY LENDING              |
| <input type="checkbox"/> RESIDENTIAL REAL ESTATE        | <input type="checkbox"/> COMMERCIAL REAL ESTATE  | <input type="checkbox"/> RESIDENTIAL PROPERTY MANAGEMENT |
| <input type="checkbox"/> COMMERCIAL PROPERTY MANAGEMENT | <input type="checkbox"/> ESCROW ACTIVITY         | <input type="checkbox"/> TRUST FUND REPORTING            |
| <input type="checkbox"/> OTHER: _____                   |                                                  |                                                          |

SPEAKING START TIME:	LENGTH OF SPEAKER'S PRESENTATION:	WHERE THE SPEECH WILL FIT INTO THE PROGRAM:	
NAME OF REQUESTED SPEAKER (if applicable):	SIZE OF AUDIENCE:	NUMBER EXPECTED AT EVENT:	IS MEDIA EXPECTED AT THIS EVENT:

AUDIENCE COMPOSITION  
(licensees, developers, academics, consumers, etc.):

PLEASE LIST THE OTHER SPEAKERS INVITED TO THIS EVENT, AS WELL AS THEIR AFFILIATION AND NOTE IF THEY ARE CONFIRMED:

**EVENT INFORMATION  
CONTINUED**

CAN THE DRE SPEAKER PARTICIPATE REMOTELY VIA TELECONFERENCE/VIDEO CONFERENCE?

EQUIPMENT AVAILABLE:

- POWERPOINT PROJECTOR       LAPTOP       VIEWING SCREEN  
 SPEAKERS       PUBLICATION TABLE  
 OTHER: \_\_\_\_\_

EVENT PARKING:  FREE     PAY    FEE: \$

**SUBMITTING YOUR REQUEST**

PLEASE SUBMIT YOUR APPLICATION BY EMAIL OR PRINT OUT AND *EITHER FAX OR MAIL* YOUR REQUEST TO:

**DEPARTMENT OF REAL ESTATE**

**ATTN: ADMINISTRATION, SPEAKERS BUREAU COORDINATOR**

P.O BOX 137000

SACRAMENTO, CA 95815-7000

PHONE: (916) 576-8100      FAX: (916) 268-8705

EMAIL: [SPEAKERBUREAU@DRE.CA.GOV](mailto:SPEAKERBUREAU@DRE.CA.GOV)