

## SPEAKERS BUREAU REQUEST

RE 129 (Rev. 6/24)

### 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)

☐ DRE OVERVIEW

☐ LICENSING

☐ ENFORCEMENT

☐ PROPERTY MANAGEMENT

☐ MORTGAGE LOAN ORIGATION

☐ HARD MONEY LENDING

☐ RESIDENTIAL REAL ESTATE

☐ COMMERCIAL REAL ESTATE

☐ RESIDENTIAL PROPERTY MANAGEMENT

☐ COMMERCIAL PROPERTY MANAGEMENT

☐ ESCROW ACTIVITY

☐ TRUST FUND REPORTING

☐ 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:

	<b>EVENT INFORMATION CONTINUED</b>	
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CAN THE DRE SPEAKER PARTICIPATE REMOTELY VIA TELECONFERENCE/VIDEO CONFERENCE?

EQUIPMENT AVAILABLE:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> POWERPOINT PROJECTOR | <input type="checkbox"/> LAPTOP            | <input type="checkbox"/> VIEWING SCREEN |
| <input type="checkbox"/> SPEAKERS             | <input type="checkbox"/> PUBLICATION TABLE |   |
| <input type="checkbox"/> OTHER: _____         |  |   |

EVENT PARKING: ☐ FREE ☐ PAY FEE: \$

	<b>SUBMITTING YOUR REQUEST</b>	
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PLEASE SUBMIT YOUR APPLICATION BY EMAIL OR PRINT OUT AND *MAIL* YOUR REQUEST TO:

**DEPARTMENT OF REAL ESTATE**

**ATTN: ADMINISTRATION, SPEAKERS BUREAU COORDINATOR**

651 Bannon St. STE 500

SACRAMENTO, CA 95811

PHONE: (916) 576-8100

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