

## **Pre-program Questionnaire**

**Organization:**

**Date:**

**Program Title:**

**This questionnaire is designed to help me prepare the program specifically suited to the needs and goals of your agents. Please take a few minutes to answer the questions and then return to my office no later than 3 weeks prior to the event. Thank you for your assistance. I look forward to making your program memorable.**

- a. Is this part of a Meeting or Conference?**
  
- b. How many people will be in the audience?**
  
- c. Please share any information about the real estate marketplace that would be valuable for me to know?**
  
- d. Are there any sensitive issues to avoid?**
  
- e. Is there any other information you think I should know?**

**Thank you for your assistance!**