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2021 SYMPOSIUM HANDS ON SUBMISSION FORM

Please print legibly and complete all areas. If there are multiple presenters, please complete this page for each presenter.

NAME:
Mailing Address:
Phone (daytime):
Phone (evening):
Phone (cell):
Email address:
Website:
Have you ever presented at an AIFD National or Regional Event before? Yes _____ No _____
If yes, please specify:
Are you a member of PFCI? Yes _____ No _____ Professional Floral Communicators International through SAF Would you require an interpreter for your presentation? Yes _____ No _____
ADDITIONAL PRESENTORS ON YOUR TEAM

Please list any presentations you have done in the past 2 years:

Date	Location	Subject

PRESENTATION SPECIFICS

PROPOSED TITLE:

Instructors: (if multiple please list all presenting)

Hands on theme: (wedding, event, sympathy, body flowers etc.…)

Has this presentation or similar presentation been done before? Yes ____ No ____

If yes, please specify:

Do you have a possible sponsor for your presentation? Yes ____ No ____

If yes, please provide the contact person, phone number and email address:

Name:

_____

Phone number:

_____

Email address:

_____

EDUCATIONAL GOALS OF THIS PRESENTATION:

Hands on classes are repeated multiple days and are usually 90 to 120 minutes. Please list the educational aspects and goals of this presentation, what knowledge will the audience walk away with?

1)

2)

3)

4)

5)

DESCRIPTIVE OUTLINE OF THE PRESENTATION

DESCRIBE YOUR HANDS-ON CLASS CONCEPT

CLASS TITLE:
DESCRIPTION:

PLEASE INCLUDE SKETCHES, PHOTOS OR ILLUSTRATIONS AS A SEPARATE ATTACHMENT AND INCLUDE AS MANY PAGES AS NECESSARY.

INCLUDE A VIDEO

You must include a presentation video for review. This video is to be 3 to 5 minutes and must include all presenters. This can be done individually or together. Videos do not have to be professionally created but must be current and have a clear audio and visual presentation. This video must include:

- NAME(S)
- WHY YOU WANT TO PRESENT A HANDS-ON CLASS
- TOPIC YOU PLAN TO PRESENT
- A FUN FACT ABOUT YOURSELF

Please show your personaity, education and presentation ability. Videos can be sent via link, facebook messenger or thumb drive to the the Symposium Coordinators.

AIFD PROGRAMMING STANDARDS

Every program presented at the AIFD National Symposium **MUST** have education as its first priority. Here are the guidelines you must follow for a hands-on seminar:

- A tone-setting opening that introduces the subject and a climatic ending that leaves the audience wanting more
- A logical flow of designs and content
- Education over ego, this is your teaching moment
- Commentary as an educational element that explains the designs created, mechanics and techniques used with proper terminology and references
- Please include a live demonstration of a floral design or technique. Exceptions must be preapproved by the Program Chairperson.
- Proper attire must be worn that expresses a professional image
- No profanity or obscenities are allowed during the presentation
- Three to five natural references (by name and/or product) of the symposium and/or program's sponsors or underwriters.
- Provide the upmost respect for the all sponsors and products
- Must adhere to all guidelines, timelines, budgets and contracts in regards to the presentation at the AIFD National Symposium.

- Additional information will be included in the Presenter Contract after acceptance

COMPENSATION INFORMATION

When accepted as a Hands on class presenter for the AIFD National Symposium the compensation for your programming is a set amount of donated procurement and

a general registration to the Symposium.

Additional or premium products, travel and lodging are at your own expense. With multiple presenters the compensation is divided at your discretion.

SUBMISSION INFORMATION

Submission **MUST** be received no later than **December 01, 2019**

Send your completed form, video and additional pages to:

SYMPOSIUM COORDINATOR

Carol Inskeep AIFD, CFD

9064 McPherson street

Frederick MD 21704

United States

Phone: (540) 907-0606

Email: cinskeepaifd@hotmail.com

PROGRAM COORDINATOR

Ron Mulray AIFD, CFD

Philadelphia flower co

12343 academy Rd

Philadelphia pa 19154

United States

Cell Phone: (215) 495-3043

Work (215) 632-6270

Email: ronmulray@aol.com

Videos can be sent via link, facebook messenger or thumb drive. Notice of acceptance or denial will be sent to all submissions no later than March 30, 2020. All unaccepted submissions will be given to 2022 Symposium Chairpersons.

I have completed and signed this submission form, submitted the video and agree to comply with the AIFD Standard for a hands-on design class.

Signature: _____ **Date:**_____