



THE SOCIETY FOR  
**MODELING & SIMULATION**  
INTERNATIONAL™

## *Distinguished Lecturer Request Form*

### INSTRUCTIONS

- Please submit this completed form. After the form has been received, you will receive an email confirming that it has been received.
- If you have problems or encounter any difficulties, please email [scs@scs.org](mailto:scs@scs.org) and describe the issue.

### REQUESTOR INFORMATION

Organization Name: -----

Company / School Name: -----

Company / School Address: -----

Requestor's Name: -----

Requestor's Title: -----

Requestor's Email Address: -----

Requestor's Phone: -----

### SPEAKER INFORMATION

Name of Speaker: -----

Date of Speech: -----

Preferred Topic: -----

Estimated Travel Cost: -----

Estimated Local Expenses: -----

Expected Attendance at Event: -----

\_\_\_\_\_  
Requestor's Signature

\_\_\_\_\_  
Date Submitted

**IMPORTANT:** All speaker visits must be approved in advance by the SCS President Elect and the Executive Director. Expenses are paid by the requesting organization. Arrangements made by speakers, Chapters, and/or others outside of SCS rules and guidelines are not the responsibility of The Society for Modeling and Simulation (SCS).

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