

## Breakout Session Application Form

### **Deadline: ASAP, but no later than February 7**

Alliance Northwest attracts over 1,000 attendees: the who's who of federal and state/local government contracting. In addition to two keynote speakers, there are up to nine breakout sessions at the conference that allow experts in government contracting to share best practices, information on regulations, registrations or certifications. Each session attracts 50-125 attendees who are a mix of small business and prime contractors.

The event planning committee seeks speakers and topics that will meet the following objectives:

- Attract attendees to the conference
- Educate the attendee on a pertinent government contracting topic
- Provide the attendee with enough information so that they are more likely to find, bid, win, and perform successfully on a government contract or subcontract.

**Speakers that are selected to present will be expected to provide a workshop description, photo and bio by February 7th for inclusion in the printed program. This form should be returned ASAP as applications are reviewed as they come in.**

Proposed Workshop Title:

Presenter name(s) and contact info:

Presenter bio(s) (please attach photo):

Workshop Description: (include learning objectives. As a result of this training attendees will learn...)

Room Setup Needs (classroom style, etc):

AV needs (screen, projector, etc):

*\*Please indicate which items you are able to bring*

Will the speaker be able to promote Alliance NW to their network of government contractors? Please explain:

Please fill out this form as completely as possible. Upon completion, send to: [info@washingtonptac.org](mailto:info@washingtonptac.org)