
Name of Speaker

Date of Event

Division

Performer/Speaker Rating Sheet

1 = lowest

5 = highest

1. Is the performer available during the time that we need to use them?

1 2 3 4 5

2. Is the performer/speaker a recognized authority in their field of expertise?

1 2 3 4 5

3. Is the performer/speaker available on dates required?

1 2 3 4 5

4. Does the performer/speaker have favorable references?

1 2 3 4 5

5. Does the performer/speaker have experience in performing in this type of event?

1 2 3 4 5

Total: _____ Fee/Additional Expenses Quote: _____

Comments: _____

References/Website Info Attached: _____