



6. If any payment in item 5 table will be from a source other than event sponsor, are you aware of any case(s) involving the *payment source* pending at OSC?

Yes                      No

If yes, please indicate the status of the case(s), to your knowledge:

7. Has event sponsor had any case involvement with OSC within the last five years?

Yes                      No

8. Are you aware of any case(s) pending at OSC involving event sponsor?

Yes                      No

If yes, please indicate the status of the case(s), to your knowledge:

9. How many people will be in attendance at the event?

10. How many people do you expect to be in attendance at the OSC presentation?

11. Will the OSC presentation be videotaped?                      Yes                      No

If yes, to whom will the videotape be broadcast?

12. What type of merit system training has this audience received? Please be specific (and use additional paper if necessary):

13. Is the audience primarily:

Managers,

First-line supervisors,

Personnelists/attorneys

Nonsupervisory employees

Please indicate the representative occupations.

14. Can you have the following available for the presentation:

Computer compatible w/ Microsoft Power-Point and projector?                      Yes                      No

Microphone?                      Yes                      No

Podium or table                      Yes                      No

15. Please briefly describe the layout of the room for the presentation:
  
16. Please indicate the name and address of person to whom the presenter can send handouts before the presentation:
  
17. If the OSC training is part of a larger training conference, please provide an agenda for the conference. If agenda is currently unavailable, please provide one as soon as possible.

