

THE FEDERALIST SOCIETY'S STUDENT DIVISION
2015-2016 SPEAKER REIMBURSEMENT REQUEST FORM
Requests must be submitted within 3 months of event

Speaker Name: _____

Date(s): _____ School(s) visited: _____

Airfare (coach), Train Fare, or Mileage (currently 44 cents/mile): \$ _____ . _____

Lodging (one night per event): \$ _____ . _____

Taxis/Car Rental/Parking/Tolls: \$ _____ . _____

Meals: \$ _____ . _____

Total: \$ _____ . _____

Please endorse the check to (name): _____

Please mail the check to (address): _____

Notes:

Please send this form with copies of your receipts; we cannot process your request until we receive your receipts. Please note that it typically takes **3-4 weeks** from when you submit your receipts to receive your reimbursement/honoraria check. Please call 202-822-8138 with questions.

You may fax your reimbursement request to 202-296-8061 (ATTN: Student Division Reimbursements), e-mail it to speakers@fed-soc.org, or mail it to: Speakers, The Federalist Society, 1776 I Street NW, Suite 300, Washington, DC 20006.

*Please note that the honorarium is not available for events at the Hawaii chapter due to high travel and hotel costs.



Speaker Feedback Form

Name:

Law School Chapter visited:

Topic:

Attendance:

Event Format (circle): Debate Panel Speech with Commentary Standalone Speech

If the event was a Standalone Speech, did the chapter attempt to get a second participant?

Was the event well-organized?

Could you tell if the event was well-advertised on campus? Did the chapter send you copies of promotional materials before the event?

How far in advance did the chapter ask you to visit, and did they communicate consistently with you?

Was the chapter professional in dealing with you prior to and during your visit? Would you recommend other speakers to visit this chapter?

Note: If you have a summary of your speech or any accurate media coverage of the event that you would like to submit for inclusion in our publication, *The Federalist Paper*, please do so.

Updated April 16, 2015