



ONE STEP CLOSER™

fwdTOGETH

10th Annual
conference

Pre-Event Questionnaire

The Importance of This Form

My One Step Closer™ keynote is carefully customized for each audience. To ensure the presentation resonates deeply and delivers lasting value, please complete this form with as much detail as possible. Your input helps me tailor the music, stories, and leadership insights for maximum impact with your organization.

Event Details

- Event Name & Theme:
- Is Gregory providing an Opening, Mid-Conference, or Closing Keynote?
- Audience Size:
- Presentation Time Allotted:
- Will there be Q&A? If so, how much time?

Audience & Industry

- Nature of Event: (internal employee, client event, national conference, board/leadership, other)
- Top Three Job Titles of Attendees:
- Three Major Challenges/Adverse Trends in Your Industry/Organization:
- Three Major Opportunities in Your Industry/Organization:
- Any sensitive topics or “sacred cows” that should be avoided?



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Key Outcomes

- What are the three main takeaways you want attendees to leave with?

Enhanced Experience Opportunities

- How can Gregory add additional value while on-site?
 - Networking with executives:
 - Attending meals:
 - Meet & greets:
 - Private or Gala performance:
 - Breakout facilitation:

Logistics

- Organization Name:
- Division (if applicable):
- Event Location & Address:
- Event Room/Exhibit Hall Location:
- Event Date & Preferred Time:
- Key Contact (Name / Cell):
- On-Site Contact (Name / Cell):
- Arrival Time / A/V Check Time:
- Presentation Time:
- Q&A Time:
- Engagement Conclusion Time / Speaker Departure Time: