



Standard Room & AV Requirements

1. Projector & Screen (Betsy uses her Mac computer and will bring Mac adapters for projector. If required, Betsy will provide ppt on jump drive the day of the AV check.)
2. Wireless lavalier/lapel microphone. If a lavalier cannot be provided, a wireless microphone is preferred as Betsy tends to walk around the audience.
3. 6-Ft Skirted Product Table placed in High-Traffic area for post presentation book sales or book signing.
4. Please provide 1 bottle of room temperature water for Betsy.
Side Note: Betsy's not a diva...cold H2O tightens the vocal chords. :)
5. Photographs are permitted with all copies provided to Betsy Allen-Manning within 14 days after event.
6. Video recording to be discussed with event planner.