

Family Resource Center on Disabilities

20 E. Jackson Blvd. * Room 300 * Chicago, IL 60604 * 312 939-3513 (Voice) * 312 939-3519 (TDD)

The Family Resource Center on Disabilities provides information and training on the special education rights of children with disabilities, at community locations throughout the Chicago Metropolitan area.

FRCD provides training to groups of 10 or more participants, **at no cost** to parent-only groups; and a **\$100.00** honorarium fee for professionals-only groups. Training to mixed groups of parent and professionals is available **at no cost**.

Please complete the **Speaker Request Form** below and return the form to the Family Resource Center on Disabilities, 20 E. Jackson Blvd., Room 300, Chicago, IL 60604, by regular mail; (312) 939-7297 (fax); or via e-mail: frcdptiil@ameritech.net.

Sincerely,

Charlotte Des Jardins
Executive Director

Date _____

SPEAKER REQUEST FORM

Our organization is requesting a speaker from the Family Resource Center on Disabilities.

NAME OF REQUESTING ORGANIZATION: _____

TOPIC: _____

DATE & TIME: _____

PLACE/SPECIFIC ADDRESS: _____ **CITY** _____ **ZIP** _____

NUMBER IN ATTENDANCE EXPECTED: _____

Contact Person: _____ **Title:** _____

FOR FRCD OFFICE USE ONLY: FRCD Response

Date: _____

Your request has been approved: _____

Your speaker will be: _____

Audio/Visuals Requested: _____

The following accommodations are requested for the speaker:

MAP: _____ Parking Near Destination: _____ Other: _____

Ride to & from the point of public transportation or destination: _____

Additional Information Requested: _____