

The State of South Carolina

Byron E. Gipson
Solicitor



April Sampson
Deputy Solicitor

Curtis A. Pauling III
Deputy Solicitor

SOLICITOR'S OFFICE
Fifth Judicial Circuit

Solicitor's Speaking Engagement Request

Date of Request _____

Name of Person Making Request _____

Requestor's Telephone Number _____

Name of Department/Organization _____

Date of Engagement _____ Time Program Begins _____

Time Speaker is Expected _____ Time Allotted _____

Location/Address of Engagement _____

Primary Audience (Who Will Be In Attendance?) _____

Estimated Number Attending _____

Is There a Theme or Topic? If So, What is it? _____

Type of Speech: Keynote _____ Greetings/Welcome _____

Remarks or Other _____

Talking Points Solicitor Johnson Might Need to Know About Your Department, Group or Organization: _____

Please return the completed form to the Director of Communications, **Tammie Fields, 1701 Main Street, Suite 302, Columbia, South Carolina 29201** or via e-mail to Fields.Tammie@RichlandCountySC.gov at least 15 days prior to date the engagement is scheduled to occur.