



## **You Make The Difference!**

Thank you for agreeing to be a National Association of Insurance and Financial Advisors Speaker via a Local Association or State Association. We look forward to working with you.

### **Speaker Presenter / Panel Moderator / Panelist Role**

You assume key responsibilities when you agree to participate in our various events, luncheon and education programs. These commitments help to give a quality and consistency to the programs.

### **As Speaker, you agree to do the following:**

- PROVIDE a high quality program, which includes current accurate and relevant information on the topic.
- RECOGNIZE that as a speaker your relationship with NAIFA-California and its local association is as an Independent Contractor and not an employee of NAIFA or any of its affiliates.
- HONOR the Speakers Agreement and BE company neutral.

### **Speaker "To Do" List**

- Make sure to have contact information available
- Verify audio-visual requirements
- Provide a short biography to serve as your introduction
- Provide photo for promotional use in format needed
- Review the session goals and objectives as submitted to you
- Should a handout be used during the session, provide an electronic copy to the organization's contact person.