

## PRESENTATION REQUEST FORM

Please fill out the following form and email it to the Communications and Education Brand of WorkCover WA at <a href="mailto:communications@workcover.wa.gov.au">communications@workcover.wa.gov.au</a>

You will be contacted within five business days to discuss arrangements. Thank you for your interest.

ORGANISATION DETAILS				
Name of organisation:				
Address:				
			Postcode:	
Contact person:			Phone:	
Email:				
PRESENTATION DETAILS				
Who will be attending t	he presentation?			
(e.g. workers, employers, WRPs, etc)				
How many will be in attendance?				
Proposed date and time for presentation:				
Address where presen	tation will be held:			
(indicate if same as ab	ove)		Postcode:	
If regionally located, are you open to an online presentation via Microso			,	Yes No
ADDITIONAL DETAILS				
Do you want a PowerPoint presentation?				☐ Yes ☐ No
What equipment do you have? (i.e. projector, laptop, whiteboard):				
Is this a special event?				Yes No
If yes, please explain:				
Is anyone else presenting?				☐ Yes ☐ No
If yes, please specify of	other presenters:			
PRESENTATION CONTENT				
WorkCover WA will present a general overview of the workers compensation scheme. Regular presentation duration is 60 minutes (45-minute presentation, with 15 minutes for questions).				
Please provide further information if there are specific areas of the scheme you would like explored in more detail. We will make every effort to tailor a presentation that meets your organisation's needs.				
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**Please note:** Personal information collected via this form will only be used by WorkCover WA for the purpose of this presentation.