



Presentation Request Form

School/Group/Organization: _____

Contact Name: _____

Address (of school/group/organization): _____

Phone: _____

Tell us about your organization: _____

Presentation Details

Requested Date: _____

Time/Duration: _____

Location: _____

Host of event: _____

Day-Of Contact: _____

Cell Phone: _____

Description of expectations and topics to be covered: _____

of attendees and ages: _____

Will COA staff have access to a computer, projector, and screen? _____

COA resources requested (materials, merchandise, gifts/promotional items): _____

Other expectations (use of COA logo, endorsements or quotes, photo ops, etc.): _____

Additional comments: _____

COA generally asks for a \$100 donation for 50 minute educational presentations/events plus reimbursement for travel (at \$.40/mile). Please indicate if this level of donation is possible, and if not, why.

Please complete this form and send to Catie Tobin, Marine Science Education Coordinator:
18 Hartshorne Drive, Highlands, NJ 07732 · (phone) 732-872-0111 · (fax) 732-872-8041 · education@cleanoceanaction.org