

**SPEAKER CHECKLIST**

DOCUMENT	DEADLINE DATE
Speaker Photography	November 20, 2009
Updated Bio (disregard if previously submitted)	November 20, 2009
Speaker Agreement	November 20, 2009
W-9 ( <i>only compensated speakers</i> )	November 20, 2009
Blog/Tweeter Form	January 7, 2010
Recommended Reading Form	February 1, 2010
Handouts/Presentations	April 12, 2010

Documents to Be Returned to CONSTRUCT/TFM  
 Email [cwilkins@hanleywood.com](mailto:cwilkins@hanleywood.com)

**Blog, Blog, Blog...Tweet, Tweet, Tweet...**  
**Join the Conversation!**

Interested in blogging about your session?  
 Have something you want to share?

Well here is your opportunity to twitter or blog away to your potential audience. CONSTRUCT/TFM Show is inviting all interested presenters who would like to promote their talk to sign up for our guest blog or tweets.

Starting February 2010, speakers can join the conversation and blog or tweet topics relevant to the industry, solicit queries from attendees, post any industry related links, and any host of other forms of ideas. Speakers must be available to respond to posts on blog within a timely manner. Select the week you would be interested in blogging or tweeting. Have questions just ask [cwilkins@hanleywood.com](mailto:cwilkins@hanleywood.com).

Month	Weeks	Proposed Discussion Topic	Blog or Tweet
<b>FEBRUARY</b>	1		
	2		
	3		
	4		
<b>MARCH</b>	1		
	2		
	3		
	4		
<b>APRIL</b>	1		
	2		
	3		
	4		
<b>MAY</b>	1		
	2		
	3		
	4		

**Note: Additional details to follow.**