



November 2004

We're happy to announce the U.S. Embassy Speakers' Bureau. In this exciting initiative, Embassy officers will give presentations on a wide variety of topics to various institutions and organizations in Bangladesh.

Our officers have diverse backgrounds in education, NGO work, health care, and journalism. They are prepared to speak on many topics relating to American culture: American politics and foreign policy, popular culture (music, art, sports, literature), politics in the United States, or other current events. Speakers have also covered topics such as the importance of English language skills, the Declaration of Independence, leisure activities in the United States, and many others.

We feel that it's vital for us to communicate with citizens of Bangladesh; in a small but important and visible way, this program builds mutual tolerance and understanding. These presentations are diplomacy at its most fundamental, featuring personal exchanges between individuals.

We hope that you will take the opportunity to have one of our speakers visit your institution. Please register your request for a speaker by completing and returning the attached questionnaire.

Thank you for your interest, and best regards.

Sincerely,

Harry K. Thomas, Jr.



## Speakers' Bureau Request Form

Thank you for your interest in the U.S. Embassy Speakers' Bureau. To help us match you with the best possible speaker, please answer these questions in as much detail as possible:

Institution:

Contact name:

Telephone number:

Email address:

Preferred topic/s for presentation:

Preferred date/s:

Format of presentation (lecture, question and answer, workshop, discussion, panel discussion):

Information on expected audience:

Number of people expected at presentation:

English language fluency (poor, fair, working knowledge, fluent):

How many audience members have traveled to the U.S.?

Other information (for example, have students studied or read about the U.S.)?

What is the best source of information about your school/university/organization?  
(website, brochure, catalog, etc.)

What should the speaker know about your school/university/organization before his/her presentation?

Other information or comments:

Please email completed questionnaires to [DhakaPA@state.gov](mailto:DhakaPA@state.gov) . Thank you!