

CAACE 2012

Connecticut Association for Adult and Continuing Education

AV REQUEST FORM

Name _____
Title of Workshop _____
Home Phone _____
Work Phone _____
E-mail _____

Please request what you need.
Check the appropriate box or boxes.

❖ If you need a laptop computer and LCD projector you will need to supply your own.

- I do not need any AV equipment.
- I will provide my own equipment.
(Please be familiar with the operation of your equipment.)
Please list equipment you will bring: _____
- Overhead Projector for transparencies/Document Camera
- VCR/DVD
- Internet Connection (Please specify: wireless /wired)
- Other _____

CAACE will provide an easel w/markers and a screen in each room