

## THANK YOU FOR VOLUNTEERING TO SERVE AS A HOST!

Thank you for taking time out of your schedule to volunteer for the 2024 TDA Meeting. All hosts represent the Texas Dental Association and the TDA Meeting at the convention. Hosts are essential liaisons between the association, the speaker and the attendees. All hosts shall dress, communicate and perform their duties with dignity, hospitality and professionalism.

Please fill out this form in its entirety and kindly return via email to [ngilbert@tda.org](mailto:ngilbert@tda.org) no later than **4/15/2024**. Once confirmed, you will be notified via email of your speaker assignment.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Cell: \_\_\_\_\_

### 1) Confirm if you would prefer to be a Room Host or Speaker Host:

Room Host

Room Host Duties: Arrive early; check badges at the door; help attendees find seats; and general room concierge and management.

Speaker Host

Speaker Host Duties: Connect with the speaker in advance; offer any onsite assistance (if needed); must be comfortable with public speaking and/or in front of an audience; introduce the speaker/make announcements; escort the speaker to breakfast and/or lunch.

**2) Please write your preferred Speaker Name and/or Course(s).** We highly recommend that you be paired with the same speaker even if they are speaking on multiple days. Review the attached PDF for the most up-to-date speakers with the host availability.

1st Choice \_\_\_\_\_

2nd Choice \_\_\_\_\_

3rd Choice \_\_\_\_\_

4th Choice \_\_\_\_\_