

# PRE-EVENT QUESTIONNAIRE

# That's The Ticket!

*(The Game Of Success Your Kids Will Play For The Rest Of Their Lives.)*

KEVIN McMAHON, Speaker / Author / Game Creator  
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Contact Kevin's booking agent, John Woodlief  
(or Kevin himself) at:

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Please complete this questionnaire and return it with the speaking agreement. This will ensure we not only have a successful event, but also clarify way in which my presentation can exceed expectations.

## GENERAL INFORMATION

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

Organization Purpose / Theme: \_\_\_\_\_

Event Date: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Beginning Time: ( AM PM) Ending Time: ( AM PM)

Event Theme: \_\_\_\_\_

1. Event location: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Event room: \_\_\_\_\_  
Distance from airport: \_\_\_\_\_  
Distance from hotel: \_\_\_\_\_

2. Is the event (  ) private or (  ) open to the public?

3. What are your specific objectives for this event?

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

4. How did you hear about Kevin McMahon & “That’s The Ticket”?

\_\_\_\_\_

5. What other family/parenting programs will you be having in the future?

\_\_\_\_\_

6. What national speakers have you previously used at similar events?

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

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

7. What three key points of information do you want Kevin to address for this particular gathering?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Are there any controversial issues that should be avoided?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. What takes place immediately before & after Kevin speaks?  
(For example: another speaker\*, a meal, a break, etc?)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*If there's another speaker, indicate topic:

Speaker Before Kevin: \_\_\_\_\_

Speaker After Kevin: \_\_\_\_\_

10. Name & Title of person introducing Kevin.

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

11. Any people to publicly acknowledge during presentation?

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Reason: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Reason: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Reason: \_\_\_\_\_

12. Please send me the following information, if available (check items you'll be sending).

Any Brochures Used by Organization

Promotional Material / Flyers For Event

Any agenda For The Event

<b>AUDIENCE INFORMATION</b>
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13. Number of expected attendees? \_\_\_\_\_

Percentage male/female? \_\_\_\_\_ Average age? \_\_\_\_\_ Ethnic make-up? \_\_\_\_\_

14. Beyond parents or trainers, who will be attending this event?

\_\_\_\_\_

15. What are the names and titles of top staff members who will be at the meeting?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

16. Generally, what is the greatest challenge attendees are currently facing?

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17. What are the most significant events that have occurred with your group during the past year? \_\_\_\_\_

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18. What other information might be helpful for Kevin to know before addressing group? \_\_\_\_\_

19. Are you planning to audio and/or video tape the presentation?  
Video?  Audio?

What will the tapes be used for? \_\_\_\_\_

***Please remember, you must received written permission from us to do so. Are you requesting permission now or have you already done so? \_\_\_\_\_***

## A/V & ROOM REQUIREMENTS

Kevin requires:

An LCD projector, compatible with his Macintosh iBook laptop computer running operating system 10. (USB compatible)

20. Have these arrangements been made?

A Screen.

21. Have these arrangements been made?

A lavalier microphone.

22. Have these arrangements been made?

2 extension cords.

23. Have these arrangements been made?

2 tables at the front of the room, one for the projector, another for notes.

24. Have these arrangements been made?

Ballpoint pens and a Sharpie marker for each attendee.

25. Have these arrangements been made?

WORKSHOP—Audience members seated at desks / tables. SPOUSES SEATED TOGETHER.

26. Have these arrangements been made?

### ADDITIONAL INFORMATION

27. Contact person at the event?

Phone: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( )

28. If there is an emergency during traveling, who should be contacted?

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

Phone: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ ( )

Emergency Back-up: \_\_\_\_\_

29. Person picking up and returning Kevin to airport (if required):

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

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

Will driver meet Kevin at the Baggage Claim?  Or Curbside?

Driver needs to have a sign that says "Ticket Game".

30. For our files: Your email address \_\_\_\_\_

Your website address \_\_\_\_\_

THANK YOU!!!!

Please email to:

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