

DRAGONFLY MOMENTS & TRANSITIONS

SPEAKING ENGAGEMENTS - INQUIRY PACKET

FAITH | TRANSFORMATION | PURPOSE | BECOMING

A meaningful message should do more than fill a room. It should stay with people after they leave.

Dr. Susan LaSala-Wood

Ordained Minister | Certified Master Life Coach | Certified Spiritual Life Coach | Certified Grief Coach

(480) 737-2313 | dragonflymomentsandtransitions@gmail.com

www.Dragonflymomentsandtransitions.com

ABOUT DR. SUSAN

Dr. Susan LaSala-Wood brings more than 25 years of healthcare, education, leadership, mentoring, and lived experience to the stage. Her speaking blends story, faith, reflection, resilience, and practical invitation - helping women examine who they have been, what has changed, and who they are being called to become.

Credentials: Doctor of Nursing Practice; Board-Certified Family Nurse Practitioner; Ordained Minister; Certified Master Life Coach; Certified Spiritual Life Coach; Certified Grief Coach; Educator, Mentor, and Leader.

1. EVENT / ORGANIZATION INFORMATION

Organization	_____
Contact Person	_____
Phone	_____
Email	_____
Website	_____
Event Name	_____
Event Date	_____
Venue / Location	_____
City / State	_____
Expected Attendance	_____

2. WHAT TYPE OF ENGAGEMENT ARE YOU PLANNING?

- | | |
|---|--|
| ☐ Christian Women's Conference | ☐ Church / Ministry Event |
| ☐ Women's Retreat | ☐ Leadership Gathering |
| ☐ Keynote | ☐ Workshop / Breakout Session |
| ☐ Panel / Moderated Conversation | ☐ Media / Podcast / Interview |
| ☐ Other | |

Briefly describe the event and its purpose:

3. PROGRAM LENGTH / FORMAT

- | | |
|--|---|
| ☐ 5-Minute Media / Event Introduction | ☐ 15-Minute Message |
| ☐ 30-Minute Presentation | ☐ 60-Minute Keynote |
| ☐ 60-90 Minute Workshop | ☐ Custom Program / Multiple Sessions |

What do you most want the audience to feel, understand, or carry with them when the program ends?

4. AUDIENCE & MESSAGE FIT

Who will be in the audience? Include approximate age range, background, organization/church context, and anything helpful to understand the group.

- | | |
|---|---|
| ☐ Faith-Forward / Explicitly Christian | ☐ Faith-Sensitive / Spiritually Open |
| ☐ General Inspirational / Non-Denominational | ☐ Flexible / Let's Discuss |

Themes, Scriptures, topics, organizational values, or sensitivities I should know about:

5. EVENT LOGISTICS

- | | |
|--|--|
| ☐ Podium / Lectern | ☐ Handheld Microphone |
| ☐ Lapel / Headset microphone | ☐ Projector / Screen |
| ☐ HDMI Connection | ☐ Confidence Monitor |
| ☐ Slides Requested | ☐ Q&A Requested |
| ☐ Book Signing / Meet-and-Greet Requested | ☐ Other |

Arrival Requested	
Program Start	
Program End	
Event Coordinator	
Day-of Phone	

Travel, lodging, parking, security, accessibility, or venue details:

6. FEES, TRAVEL & BOOKING

Speaking fees are quoted based on program length, preparation, event type, location, travel requirements, and additional sessions or appearances. Travel, lodging, mileage/airfare, ground transportation, and other approved expenses may be addressed separately in the speaking agreement.

Submitting this packet does not reserve a date. An engagement is confirmed only after availability is accepted, the speaking agreement is completed, and any required deposit/payment is received.

- | | |
|---|--|
| ☐ Please send a speaking quote | ☐ Please schedule a planning call |
| ☐ We have a proposed budget to discuss | ☐ Travel will be required |
| ☐ Virtual appearance requested | |

Proposed budget or additional information (optional):

7. CONTENT, RECORDING & USE

- | | |
|---|--|
| ☐ No Recording Planned | ☐ Internal Recording Only |
| ☐ Public Livestream | ☐ Podcast / Broadcast |
| ☐ Social Media Clips | ☐ Photography Only |
| ☐ Please Discuss Permissions | |

Speaking content, slides, exercises, written materials, and proprietary frameworks remain the intellectual property of the speaker unless otherwise agreed in writing. Recording, reproduction, distribution, resale, or derivative use requires prior written permission.

ACKNOWLEDGMENT & RETURN

I understand that this is an inquiry packet and not a confirmed booking. Final scope, fee, travel, recording permissions, cancellation terms, and other engagement details will be stated in the speaking agreement.

Name	_____
Signature	_____
Date	_____

Return this packet: Print and complete it, then scan or photograph the completed pages clearly and email them to dragonflymomentsandtransitions@gmail.com. Questions may be directed to (480) 737-2313.

Privacy note: Do not email credit-card numbers, CVV/security codes, detailed medical records, Social Security numbers, or other highly sensitive information. Secure payment instructions are provided after services are confirmed.