



OFFICE OF PUBLIC INFORMATION

PUBLIC INFORMATION • CHOCTAW VIDEO •

CHOCTAW COMMUNITY NEWS

PRESENTATION REQUEST FORM

Please look over the form carefully and fill out the sections that pertain to your request. Failure to fill out the form completely may cause a delay in its review.

* Requests for presentations should be submitted to the Office of Public Information with **6 weeks lead-time** and will be approved according to availability and cost agreement.

* Requests by Tribal Officials (Tribal Chief, Tribal Council) will have priority.

Person Requesting Service: _____ Organization: _____

Contact Numbers: _____ (work) _____ (cell) Email: _____

Type of Presentation: General Cultural

Event Name: _____ Location of Event: _____

Event Date: _____ Event Start Time: _____ Event End Time: _____

Estimated Audience # _____ Special Needs _____

General Presentations

- ___ MBCI Historical Overview
- ___ MBCI Economic Development Overview
- ___ Choctaw Veterans Color Guard
- ___ Choctaw Indian Princess
- ___ National Anthem (in Choctaw)
- ___ Other (Describe)
- _____
- _____

Cultural Presentations

- ___ Cultural Overview Presentation
- ___ Choctaw Basket Making
- ___ Stickball crafts and game
- ___ Traditional Choctaw Clothing / Bead Crafts
- ___ Other (Describe)
- ___ Demonstration Package
- ___ Storytelling / Language
- ___ Food Preparation
- ___ Social Dancing

***All Cultural Presentation Requests are forwarded to the Department of Chahta Immi first. If DCI is unable to fulfill the request, the Office of Public Information will review the request.**

Details of event (Describe program/event, purpose/goal and time allocation for presentation. Attached separate sheet if needed):

SIGNATURE (REQUIRED) _____ **DATE** _____

***** RETURN FORM TO THE OFFICE OF PUBLIC INFORMATION OR BY EMAIL TO:**

diana.solomon@choctaw.org ***

Office Use Only	
Date Received: _____	Initials _____
Approved <input type="checkbox"/> Disapproved <input type="checkbox"/>	PI Manager _____ Date: _____