

Requested Equipment / Supplies

(No audio/video recording of Craig's programs permitted)

Breakthrough Leadership Phase II (see Ideal Room Set Up page)

Ideal Setting: room with space for activities, chairs should be moveable

* If Craig is *flying* in for presentation *

Back up microphone (Craig will bring 2 wireless microphones to patch into a P.A. system. All programs will require a P.A. system. If the house system is reliable poor or suspect, it will be necessary to retain a strong portable sound system. **QUALITY SOUND IS VITAL FOR A SUCCESSFUL PROGRAM.** If you have any questions, call our office.

- Large screen
- Flipchart stand with flipchart pad
- 2 bottles of water
- One six foot table off to the side
- Bar stool or elevated chair
- Pen or pencil for each participant
- Name tags for each participant. Names should be written/printed large enough to see across the room. Last name on name tags is optional.

Example:

CRAIG Hillier

- Handouts duplicated for each participant
(Masters of workshop notes are provided by Craig.)

* If Craig is *driving* to the presentation *

- Back up microphone (see information above)
- 2 bottles of water
- One six foot table off to the side
- Bar stool or elevated chair
- Pen or pencil for each participant
- Name tags for each participant (see information above)
- Handouts duplicated for each participant
(Masters of workshop notes are provided by Craig.)

