



Speakers' Bureau Application

Instructions:

1. Enter the requested information in the boxes.
2. Save and close the document.
3. Send the following via email to sadams@bcxa.org:
 - **Completed application form**
 - **Sample presentation**
 - **Link to YouTube presentation(s), if any**

Date of Submission:

| |
|--|
| |
|--|

Speaker:

| | |
|-----------------|--|
| Name* | |
| Title | |
| Company | |
| Website Address | |
| Address Line 1 | |
| Address Line 2 | |
| City | |
| State/Province | |
| Postal Code | |
| Country | |
| Phone(s) | |
| Email | |

**Please include licensure and certifications (i.e., PE, AIA, LEED AP, CCP, CxA, etc.)*

Why Do You Want to be a Member of the BCA Speakers Bureau?

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Previous Presenting Experience

List up to three speaking engagements you have presented at including the year presented, presentation format, topic, and length (minutes) of presentation. Please send a copy of one presentation from one of the events. (Presentations should be within the last three years.)

| | |
|----------------|--|
| Title 1 | |
| Venue | |
| Length | |
| Title 2 | |
| Venue | |
| Length | |
| Title 3 | |
| Venue | |
| Length | |



Speaker References

Provide the name, organization and contact information (email, telephone) for two or more people who can attest to your speaking presentation skills.

| | |
|---------------|--|
| Name 1 | |
| Organization | |
| Contact | |
| Name 2 | |
| Organization | |
| Contact | |
| Name 3 | |
| Organization | |
| Contact | |

Brief Biography

In 250 words or less provide a biographical summary of your work and educational experience as you would like it to appear in a conference agenda. Attach separate document if necessary

What is your most accomplished and up-to-date Cx topic for public presentation?

Cx process topics you are most qualified to present:

- | | |
|--|--|
| <input type="checkbox"/> New Construction Cx Process <input type="checkbox"/> Existing Building Cx Process <input type="checkbox"/> Documentation <input type="checkbox"/> Turnover and O&M Staff Training <input type="checkbox"/> System Manuals (Enhanced O & M) <input type="checkbox"/> Measurement and Verification <input type="checkbox"/> Monitoring Based (MBCx) | <input type="checkbox"/> Whole Building Cx <input type="checkbox"/> LEED for New Construction <input type="checkbox"/> LEED EBOM <input type="checkbox"/> Functional Testing <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> |
|--|--|

Cx system topics you are most qualified to present:

- | | |
|---|---|
| <input type="checkbox"/> Whole Building Systems Integration <input type="checkbox"/> HVAC Systems <input type="checkbox"/> Plumbing Systems <input type="checkbox"/> Building Envelope (BECx) <input type="checkbox"/> Lighting/Daylighting | <input type="checkbox"/> Fire/Life Safety Cx <input type="checkbox"/> Campus Central Plant Cx <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> <hr style="border: 0; border-top: 1px solid black; margin-top: 10px;"/> |
|---|---|



Cx phase(s) you are most qualified to present:

- ___ Predesign/Planning Phase Cx
___ Design Phase Cx
___ Construction Phase Cx
___ Occupancy Phase/Ongoing Cx

Facility types on which you are most qualified to present:

- ___ Office Buildings
___ Campus Portfolios
___ Hospitals & Healthcare Facilities
___ Data Centers
___ Retail Establishments
___ Grocery Stores
___ Wet/Dry Labs
___ Biocontainment Labs
___ Cleanrooms
___ Schools K-12
___ Classified Sites
___ Libraries, Museums & Archives

Additional information

1. Are you willing to travel to present on behalf of the BCA?
[Empty box for answer]

2. In what presentation formats are you willing to present? Check all that apply:
___ Webinars ___ Classroom
___ Conferences ___ Other
___ Chapter Events

3. Have you attended "train the trainer" classes in the past?
___ YES ___ NO

4. Are you willing to help develop new content/curriculum for the BCA?
___ YES ___ NO

5. Are you willing to review content/curriculum for the BCA?
___ YES ___ NO

As a BCA member in good standing I, _____, agree to present on behalf of the Building Commissioning Association and represent BCA's Best Practices, Essential Attributes and current positions on industry issues. I also agree to BCA's Conflict of Interest and Antitrust Policies, as well as the AIA's Speaker Commitment Form. For all presentations in which I represent the BCA I will use the current BCA PowerPoint Template.

Speaker's Signature _____
Date _____