IDEM EARTH DAY CELEBRATION SPEAKER RESERVATION

State Form 53454 (R4 / 12-14)
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
OFFICE OF PLANNING AND ASSESSMENT
100 North Senate Avenue, IGCN 1316
Indianapolis, Indiana 46204
FAX: 317-234-8752

In observance of Earth Day, the Indiana Department of Environmental Management (IDEM) is offering presentations to Hoosier classrooms this spring. The in-person presentations will provide students with examples of environmental careers while teaching them about our environment. Due to limitations on state resources presentations are available on a first-come, first-served basis. IDEM will do its best to fulfill all requests received prior to and on the cut-off date noticed. The agency reserves the right to offer other presentations later in the school year if requests are received after the noticed deadline or if the number of requests is overwhelming.

Each school may request up to four presentations (30-50 minutes each). Please allow time in-between presentations to set up for the next class. Presentations are for Elementary Schools grades Kindergarten through six (6).

Due to the interactive nature of our presentations, the audience size should be limited to a maximum of fifty (50) students. For groups larger than fifty (50), presenters will work with teachers to pick the most appropriate presentations. Each school may submit only one request form. IDEM must receive your request no later than February 27.

Presentations are available two weeks prior to Earth Day each year. Visit www.in.gov/idem/iee/ for presentation topic descriptions and additional information. Presentation topics are:

1. Air Quality ***2. Water Quality*** ***3. Land Quality*** ***4. Recycling*** ***5. Enviroquiz***

Make your reservations by mailing or faxing this completed form to:
IDEM – Office of Planning and Assessment, 100 North Senate Avenue, IGCN 1316, Indianapolis, IN 46204 or FAX to 317-234-8752.

You may also send your request to education@idem.IN.gov. In the subject line, please put "Earth Day Speaker Reservation." Be sure to include the completed form as an attachment to your e-mail. Confirmation will be sent, and the IDEM speaker will call the designated school contact to make presentation arrangements. Hold classroom time open on the dates you request so that scheduling may be flexible. If you have questions, call our Environmental Education Coordinator at 1-800-451-6027, and ask for extension 3-5433.

IDEM Earth Day Celebration Speaker Reservation

(*School Visit Request Form*)

Name of School:	Telephone number: ( ) -	
Street address (*number and street*):	E-mail address:	
City/Town:	ZIP code:	County:
Contact person:	Preferred dates (*month, day, year*):	

Please complete chart for up to four presentations (*listing first and second choice of above topics for each class*):

Grade level	First choice (1-5)	Second choice (1-5)	Number of students	Number of teachers

Submit only one request form per school.