



Mathias H. Heck, Jr.
Prosecuting Attorney

The Victim/Witness Division
Presentation Request Form

For Office Use Only:
Date Rec'd: _____
Assigned To: _____
Confirmed by: _____
Confirmed on: _____
of presentations: _____
Attendees: _____
Completed by: _____

Name of Organization: _____
 Address: _____

Contact Person: _____
 Phone/Fax Number(s): _____
 E-Mail Address _____

Please list your preferred dates and times and a presenter will contact you to schedule your presentation.

Number of Presentations Requested:	Dates	Times	# expected	Type of Audience

To help us better prepare for the presentation, please check all of the topics that you would like to have us cover during our presentation:

- Office Services Sexual Assault Dating Violence/Date Rape
 Victim Rights Domestic Violence Homicide
 Violence Prevention/Anger Management Bullying
 Other _____

Audio-visual Equipment available (in the event a PowerPoint presentation is used): yes / no
Specify what is available:

Lap top computer: ___ **Projector:** ___ **Screen:** ___ **Audio/Speakers:** _____
VCR: _____ **Overhead Projector:** ___ **Other:** _____

Please Return Completed Form To:
Montgomery County Prosecutor's Office Victim/Witness Division
ATTN: Sandra M. Hunt, Victim Witness Division
P.O. Box 972, Dayton, Ohio 45422-6355
Or Fax to: 937-496-7689
Call 937-225-5623 or email hunts@mcoho.org with questions.