



CONFIRMATION FORM

Company	Key Media
Contact Person	Jessica Duce
Landline Number	1 416 644 8740 Ext.230
Cell Number	
E-Mail Address	jessica.duce@keymedia.com
Company Billing Address	3190 S. Vaughn Way, Suite 550 Aurora, Colorado 80014
Company	Key Media
Who is the Ultimate Client? (Name of Company)	KM Business Information Us Inc
Where did you hear about us?	Used before
Vendor Forms to be Completed Other docs required?	N/A

Function Details

Date	6 th November, 2024
Venue & Address	
Nature of Function (Conference Golf Day etc)	6 th November – Award Show
Theme of Function	Woman to Watch Awards
Number of Delegates	250-350
Speaker Entertainer MC	Kerry Barrett
Title of Presentation	Award Ceremony + Half day day Emcee
Duration of Presentation Show?	As per below
Time Slot	6pm to 9pm
Agreed Upon Fee	\$5,000

Travel Details

	Yes	No	N/A
Will Client be booking flights?			X
Will Speakers Inc be booking flights?			X
Will Client be booking car hire transfer?			X
Will Speakers Inc be booking car hire transfer?			X
Accommodation to be provided by Client?			X

Confirmed by Client JESSICA DUCE

Signature: *Jessica Duce* Date: 01/30/2024