



Poet Laureate Appearance Application

Please complete this form and submit it to Oregon Humanities by November 30, 2010 for appearances between January 1 and June 30, 2011. We will notify applicants in December.

Name of Organization _____

Address _____

City/Zip Telephone _____

Contact Person _____

Email Address _____

If your appearance request is approved, you will be responsible for the following:

- Properly introducing the Oregon Poet Laureate as appointed by Governor Kulongoski and that the Poet Laureate program is a collaborative project of the state's five cultural partners, Oregon Arts Commission, Oregon Humanities, Oregon Heritage Commission, Oregon Historical Society, and State Historic Preservation Office, with funding from the Oregon Cultural Trust.
- Distributing and collecting audience feedback forms that will be provided by Oregon Humanities and submitting them to Oregon Humanities within thirty days of the appearance.
- Distributing Oregon Cultural Trust brochures, to be provided by Oregon Humanities.

1. Do you agree to fulfill the responsibilities above? Yes

2. Will your event be open to the public? Yes No

3a. Your application is more likely to be approved if your date request is flexible. Is your request date-specific? Yes No

3b. If your appearance request is for a specific event or on a specific date please tell us:

Date and Time Requested _____ Alternate Date and Time _____

4. How do you plan to promote the Poet Laureate's appearance? For instance, will you work with partner agencies (Friends of the Library, local businesses)? Will you publicize the appearance in a newsletter or the local paper?

5. Please describe (in 200 words or less) how your library and community would benefit from an appearance by the Poet Laureate. Please include any and all program ideas, themes or special needs you may have.

Please mail or fax this form to:
Oregon Humanities
ATTN: Oregon Poet Laureate
813 SW Alder, Suite 702
Portland, OR 97205
FAX: (503) 241-0024

You may also simply email your appearance request information and any questions to:
laura@oregonpoetlaureate.org or call 503-241-0543 ext. 110