



PORT HOUSTON™

# PRESENTATION REQUEST FORM

NOTE: Port Houston speaker participation is based on availability. If your first choice is unavailable, we will provide an appropriate substitute. Request for a speaker should be submitted at least 45 days prior to the event date.

**Requested Speaker:** \_\_\_\_\_

**Event Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Specific Topic Request:** \_\_\_\_\_

*\* Please review the Suggested List of Topics (attached), place check marks in the boxes next to your desired topics and return the checklist together with this request form.*

**Estimated Number of Attendees:** \_\_\_\_\_

**Please Provide Names of Other Speakers on Program (confirmed & invited):** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

**Contact Person/Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Marketing Support Needs:**

Speaker Headshot	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Speaker Bio	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Port Houston Logo	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

*\*PHA reserves the right to review and authorize any communication used or disseminated relating to a logo, photo or speaker information.*

**Organization's Presentation Format:**

**Equipment:** Will the organization provide...

<input type="checkbox"/> Keynote Speaker	<input type="checkbox"/> Panelist	A podium/microphone?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Series of Speakers (multiple)	<input type="checkbox"/> Breakout Session	An LCD projector?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Moderator/Facilitator	<input type="checkbox"/> Virtual	A screen?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		A laptop?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Speaker Arrival Time:** \_\_\_\_\_ **Time Allotted for Speech:** \_\_\_\_\_

**Will there be a Q&A Session?**  Yes  No

**Do you require PowerPoint slides?**  Yes  No

**Additional Comments (special requests)** \_\_\_\_\_

**Please submit this form by postal mail, or email to:**

Port Houston • Attn: Executive Office • 111 East Loop North Houston, Texas 77029-2562

• E-mail: [PHASpeakersBureau@porthouston.com](mailto:PHASpeakersBureau@porthouston.com)



## SUGGESTED LIST OF TOPICS

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**Note: Maximum limit of three (3) topics per speech.**

*Please check the box next to each topic of interest.*

### **1. Port Houston Overview**

Port Houston owns and operates the 8 public wharves and terminals along the Houston Ship Channel, including the area's largest breakbulk facility and two of the most efficient container terminals in the country. Port Houston is the advocate and a strategic leader for the Channel. Learn about our business now, our infrastructure investments, and our future outlook.

### **2. The Houston Ship Channel and Global Trade**

The Houston Ship Channel complex and its more than 200 public and private terminals, collectively known as the Port of Houston, is the nation's largest port for waterborne tonnage and home to the largest petrochemical complex in the U.S. The Port of Houston has an economic impact of \$802 billion nationally and supports 1.35M jobs in Texas and 3.2M jobs nationwide.

### **3. Channel Development**

The Houston Ship Channel is the nation's busiest waterway. As vessels become larger and demand for products continues to rise, it is critical to ensure the channel continues to be safe and efficient for all users. Learn more about the Houston Ship Channel - Project 11, which will enhance this regional economic engine.

### **4. Diversity, Equity and Inclusion**

Port Houston is committed to DEI in the workplace. We've recently launched a DEI statement, internal initiatives, and community programs, like the Small, Minority, Woman-Owned Business program (S/MWBE).

### **5. Environmental Stewardship**

As a leader in environmental sustainability, Port Houston considers its impact on the environment in every area of our organization, from air and water quality efforts to recycling and litter prevention, to educating employees, tenants, and stakeholders about the importance of environmental awareness.

### **6. Community Outreach**

We believe in contributing to the quality of life of the local communities surrounding the Houston Ship Channel through investment, partnerships, and collaboration. Learn more about Port Houston's stewardship efforts and many initiatives including the Small, Minority-and Woman-Owned Business Enterprise Programs, Maritime Education Program, Community Grants Program and more.

**Additional topic suggestions are welcome and may be considered based on available information and/or expertise. For more information, please call 713-670-2482 or e-mail [PHASpeakersBureau@porthouston.com](mailto:PHASpeakersBureau@porthouston.com).**