**Technical/Social event e-notice circulation request form**

Event Type (Technical/Social/Networking/Seminar/Workshop/Webinar): -------------------------------------

Event Title: ---------------------------------------------------------------------------------------------------------------------

Organising OU: -----------------------------------------------------------------------------------------------------------------

Abstract (for Seminar): -------------------------------------------------------------------------------------------------------

Speaker (Title, name and affiliation): -------------------------------------------------------------------------------------

Speaker’s Bio: ------------------------------------------------------------------------------------------------------------------

Date: ------------------------------------------------------------------------------------------------------------------------------

Venue Address (or Online Link): -------------------------------------------------------------------------------------------

Registration Fee (free or $): ------------------------------------------------------------------------------------------------

Who can attend (IEEE members only or open to non-IEEE members): ------------------------------------------