



Surrey Federation of WIs
 6 Paris, Parklands, Railton Road,
 Guildford, Surrey, GU2 9JX.
 01483 233230 info@surreyfedwi.org.uk
www.surreyfedwi.org.uk



CONFIDENTIAL REPORT ON SPEAKERS

Please complete a report after each WI meeting that has a speaker. Your feedback is of great value to the SFWI in monitoring the performance of current speakers in the Surrey Yearbook.

If you have enjoyed a particularly good speaker who isn't currently in the Yearbook, we can use the information you provide to invite them to audition, but please seek their permission first. If a speaker receives 3 "very poor" reviews in a year, they are required to re-audition, and are removed from the Yearbook in the interim. WIs are advised accordingly. Without your input good speakers could potentially be missed, and very poor speakers could continue to be included in the Yearbook.

Your completed form should be returned to: **The Yearbook Editor, SFWI, 6 Paris, Parklands, Railton Road, Guildford, Surrey GU2 9JX**, or email it to the SFWI office at info@surreyfedwi.org.uk or Sally Digby, Yearbook Editor at yearbook@surreyfedwi.org.uk

***NOTES:** Please circle your choice and return the form to the SFWI office. If emailing, please highlight your choice or change the font colour. Thank you.

Name of WI						
Date of talk					Number of members present:	
Speaker's name <i>Please refer to the Yearbook for accuracy</i>						
Title of Talk <i>Please refer to the Yearbook for accuracy</i>						
Overall assessment of the Speaker and their talk/demonstration to your WI	VERY GOOD	GOOD	FAIR	POOR	or	VERY POOR
	<i>*see notes above</i>					
Further comments <i>Use the back, or a separate page if necessary</i>						
Did the majority of the members present enjoy the subject? YES / NO						
Is the speaker in the Surrey Yearbook YES / NO <i>*see notes above</i>						

If not, and if you would like to recommend the speaker for auditions, please give the following details, having first checked with the speaker that he/she is willing for their details to be submitted:

Speakers Name	
Address (inc postcode)	
Telephone number(s) and Email: <i>please write clearly</i>	
Subject(s)/demonstration	
Submitted by NAME: Programme Secretary / President / Group Convenor	
Date:	