

INSTRUCTIONS: This form must be completed and submitted to Family Office Exchange (FOX) at programs@familyoffice.com to determine whether your program proposal meets the FOX content standards. A decision or status confirmation will be made within four weeks after receipt of your submission. If you have any questions, please contact your FOX Relationship Manager or call 1.312.327.1200.

TYPES OF CONTENT APPROPRIATE FOR FOX PROGRAMS:

- Thematic and cutting-edge, problem-solving approaches to issues facing FOX members.
- Unique research, data, and techniques that advance FOX members' knowledge and performance.
- Presentations that advance FOX members' thinking, practice, and professional development.

CONTRIBUTOR INFORMATION & DATE OF SUBMISSION	
Name:	Phone:
Company:	Email:
Address:	Date of Submission:

SUPPLEMENTAL MATERIALS (PLEASE CHECK BELOW AND ATTACH TO SUBMISSION)				
<input type="checkbox"/>	Whitepaper (PDF file)	<input type="checkbox"/>	Video (.mp4, YouTube or Vimeo file)	<input type="checkbox"/> Other Materials (please describe):
<input type="checkbox"/>	Webinar & PowerPoint Presentation	<input type="checkbox"/>	Podcast (.mp3 file)	

PROGRAM TITLE

PROGRAM DESCRIPTION/SUMMARY (80 – 140 words)

KEY TAKEAWAYS OF THE PROGRAM

(By the end of this session, FOX members will be able to...? Why is this program important?)

1.

2.

3.

4.

5.

SPEAKER PROFILE AND QUALIFICATIONS

(If more than one speaker, please attach a separate list.)

Name:

Email:

Company:

LinkedIn
URL:

FOX will make one of the following determinations for your proposal:

- Program proposal, as submitted, meets the FOX content requirements.
- Program proposal, as submitted, does not meet the FOX content requirements.
- Program proposal, as submitted, is accepted with guided modifications.
- More information is required to make a decision.