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### Additional Audiovisual Requirements Form

This form is only to be completed IF you require any AV needs outside of our standard set up of *LCD Projector, PC Laptop, microphone, and laser pointer*. Please submit this form to the Office of CME either via fax at 215-923-3212 or via email at [jeffersoncme@jefferson.edu](mailto:jeffersoncme@jefferson.edu).

ACTIVITY NAME/DATE: \_\_\_\_\_

SPEAKER NAME (please print): \_\_\_\_\_

Please indicate below any special AV requirements/needs we need to be aware of:

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#### *Questions?*

Please Contact: SKMC Office of CME at 215-955-6992 (email: [jeffersoncme@jefferson.edu](mailto:jeffersoncme@jefferson.edu))