Requirements for Flyer:

Generally:

* Size: A5
* 4 pages with information about the event
* additional separate form (A5) for application

Content:

* 1st page:
  + logo of the event
  + possibly photo of women working
  + title of the event with the 3 topics
  + date / timeline of the event
  + location of the event
  + logo BPW with URL
* 2nd – 4th page:
  + title of the topic
  + photo of the speaker
  + description of the content
  + URL of speaker’s company
* Application form:
  + Logo of the event
  + Possibly photo of women working
  + Title of the event
  + Date / timeline / location of the event
  + Title of 3 workshops with short description of the content; with box ahead of the titles so that persons can chose 2 workshops
  + Space for name, address, company, tel.no., email address of applicant
  + Latest application timeline
  + Entire address of BPW and where the application can be sent to