



Kansas Law Enforcement Accreditation Program
KLEAP



Request Representative Appearance for Accreditation Award Presentation

Instructions

A

1. **PLEASE NOTE:** Requests for a presenter must be received by the KLEAP Program Director a minimum of **four weeks** prior to your meeting/event date. All requests are subject to availability.
2. Email completed form to the KLEAP Program Director at KLEAP@kletc.org.
3. KLEAP Representative's include, but are not limited to:
 - Vice Provost, Director of Police Training;
 - KLETC Deputy Executive Director;
 - Kansas Accreditation Council Member; or
 - KLEAP Lead Assessor

Information

B

Agency Name:		Chief Executive Officer:	
Email:		Phone Number	
Event/Meeting Title:		Event/Meeting Date:	Event/Meeting Time:
Event Location [BUILDING]		Event Location [CITY]	
		Event Location [ADDRESS]	
Event Location [ADDRESS]		Event Location [ADDRESS]	
Number of Attendees Expected:		Length of Presentation:	Will there be Q&A:

Email Completed form to: KLEAP@kletc.org
Contact the KLEAP Program Director: (785) 341-0103



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KLEAP USE ONLY

Date Received:	
Date Approved:	
Date Denied:	
Date Agency Notified:	
Presenter Assigned:	
Comments:	

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Contact the KLEAP Program Director: (785) 341-0103