



Sister Helen Prejean, CSJ

## INSTRUCTIONS FOR COMPLETING THIS FORM

1. **COMPLETELY FILL OUT THIS FORM.** Do so directly within Microsoft Word (use Tab to move between fields), then save and email the result to [hprejean@sisterhelen.org](mailto:hprejean@sisterhelen.org).
2. Consult Sister Margaret about changes in the schedule.
3. **Do not send cash or hand cash or checks to Sister Helen.** An invoice for the flight cost and the honorarium will be sent to you after the event. Make the travel check and honorarium payable to Ministry Against the Death Penalty, with the Tax ID #043588640, and mail both to Sr. Margaret Maggio at the office address at the foot of this page.

MADP is a 501(c)(3) non-profit corporation which funds Sister Helen's ministry and, as such, does not require any tax documentation (1099) regarding this payment.

### EVENT DETAILS

Date of Event:

Time of Event:

City and State of Event:

Location of Event:

Schedule for the Event:

### HONORARIUM

Honorarium you intend to give:

### BOOK SALES

**Books:** Sister Helen is happy to sign books and we will provide the books. Please refer to the page that explains the procedure for ordering books.

To what address should we send books for sale?

3009 Grand Route St John, #6, New Orleans, LA 70119

Ph: 504-948-6557 · Fax: 504-948-6558 · [hprejean@sisterhelen.org](mailto:hprejean@sisterhelen.org) · [www.sisterhelen.org](http://www.sisterhelen.org)

MADP is a 501(c)3 non-profit. All donations are tax deductible.

## CONTACT DETAILS

Contact Person's name:

Contact's Fax:

Contact's Email:

Contact's Mailing Address:

Contact's Office Phone:

Contact's Cell Phone:

Contact's Home Phone:

## TRANSPORTATION DETAILS

Name of Airport:

How many miles from airport  
to the event?

Who will meet Sister Helen at  
baggage claim?

Cell phone # of that person:

## ACCOMMODATION DETAILS

Name of lodging:

Phone number of lodging:

**Title of talk:** DEAD MAN WALKING – THE JOURNEY CONTINUES

**Photos, a bio and additional resources** to help you with your event are available on Sister Helen's website at:  
[www.sisterhelen.org/speaking](http://www.sisterhelen.org/speaking)

You have Sister Helen's permission to audio or videotape the event.

*NOTE: Once Sister Helen has made a commitment to speak, she always honors that commitment except in situations of illness or when a death row inmate whom she counsels receives a date of execution in proximity to the date of your event. This is rare, but it does happen sometimes. Thank you.*

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