**Welcome to C****restwood-Sunset Hills Kiwanis**

**Information for Speakers**

We are pleased that you have accepted our invitation to speak at our club meeting. This letter contains information about our meetings, as well as, speaker expectations to help you feel welcome and be prepared.

We meet at 12 p.m. on Thursdays at Rich and Charlie’s Restaurant, 9942 Watson Rd., Crestwood, MO 63126. Please arrive at 12:00 PM. Let the restaurant host know you are with Kiwanis. You will be our guest for lunch, and there is a special menu for meetings; including your choice of beverage (coffee, tea, and soft drinks). One of our members will help you order lunch right away and get settled. We have access to a TV screen and an HDMI cord; however, the restaurant does not have guest Wi-Fi access, so please bring a wireless hotspot if you plan to use the Internet.

Our meetings start at 12:15 PM and end at 1:00 PM. The club President will ring a bell, everyone stands, and we sing the first verse of “My Country ‘tis of Thee,” followed by the Pledge of Allegiance and a brief invocation. The business portion of the meeting will run until 12:30 or 12:35 PM. You will have from the end of the business meeting until 1:00 PM to speak and take questions.

The Crestwood-Sunset Hills Kiwanis Club is a community service organization and does not have any religious or political affiliations. We ask that our speakers refrain from expressing any personal views of a religious or political nature, and do not solicit business during our meetings.

You are welcome to hand out fliers or brochures with information about your organization. We typically have 15-20 attendees at each meeting.

Thank you again for speaking to our group! We look forward to meeting you soon.

For more information about our club, please visit [www.cshkiwanis.org](http://www.cshkiwanis.org).