



## **Call for Presentations Application**

Take advantage of this opportunity to share your success with your peers and increase your visibility in the insurance investigation and insurance defense professions!

We invite you to submit abstracts to be considered for presentations at the NE-IASIU / NEAIFI / NICB Annual Joint Seminar

This "Call for Presentations" is your opportunity to share your experience and knowledge with your peers in insurance investigation and by submitting a written proposal or abstract which can be developed into a presentation for the NE-IASIU / NEAIFI / NICB Annual Joint Insurance Fraud Investigation Seminars. The information presented must be practical, educational and highly relevant to insurance fraud investigations.

This call is designed to increase the variety of presentations and speakers in an increased effort to provide the insurance industry with the best and brightest.

Your written proposal/abstract will be evaluated upon the following criteria:

- Overall Quality
- Relevance to Insurance Investigations
- Well Defined Focus
- Ability & Experience With Presentations
- Practical Application of Material

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Please fill out this form and mail it to:

**New England Chapter  
International Association of Special Investigation Units  
PO Box 52  
Southbridge, MA 01550**

**Your Name:** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_

**Topic that best characterizes your presentation:**

\_\_\_\_\_

**Select the line(s) of insurance your presentation will cover:**

Auto\_\_\_\_ Home\_\_\_\_ Life\_\_\_\_ Health\_\_\_\_ P & C\_\_\_\_ Worker's Comp \_\_\_\_  
Other - \_\_\_\_\_

**Title of your presentation:**

\_\_\_\_\_

**Format of presentation:** (lecture, case study, panel discussion, interactive group, etc.)

\_\_\_\_\_

**Presentation Length:** (90 minutes, Two 90 minute sessions with same session repeated, 2 hours, or 3 hours--not including breaks)

\_\_\_\_\_

**75-100 word abstract describing your presentation:** (This will be used in seminar promotional materials so be as specific as possible.)

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**Level Rating:** (Basic, Intermediate/Advanced, Advanced / Specialized)

\_\_\_\_\_

**What is new or unique about the information you would like to present.**

\_\_\_\_\_  
\_\_\_\_\_

**Describe your public speaking experience and your experience on the proposed topic.**

\_\_\_\_\_  
\_\_\_\_\_

**Audio Visual:** (Each room will be set with an LCD projector, screen and lapel microphones.)  
List any additional requirements:

\_\_\_\_\_

**List All Presenters:** (All fields must be completed for each presenter.)

**Presenter 1:**

Full Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

Fax: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

Speaker Introduction: Each presenter will be introduced at the start of the presentation. Provide a 3-5 sentence introduction for this presenter.

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**Back-Up Presenter:**

In the event of emergency that requires a presenter to cancel their appearance, they must notify NEIASIU immediately and send a back-up presenter.

Back-Up Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_

Fax: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

Speaker Introduction: Each presenter will be introduced at the start of the presentation. Provide a 3-5 sentence introduction for this presenter.

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**Presenter 2:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Country: \_\_\_\_\_  
Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_  
Fax: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
Email: \_\_\_\_\_

Speaker Introduction: Each presenter will be introduced at the start of the presentation. Provide a 3-5 sentence introduction for this presenter.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Back-Up Presenter:**

In the event of emergency that requires a presenter to cancel their appearance, they must notify NEIASIU immediately and send a back-up presenter.

Back-Up Name #2: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Country: \_\_\_\_\_  
Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ ext. \_\_\_\_\_  
Fax: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
Email: \_\_\_\_\_

Speaker Introduction: Each presenter will be introduced at the start of the presentation. Provide a 3-5 sentence introduction for this presenter.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Presenter Agreement

All presentations offered at the seminar shall be made with the understanding that there shall be a complete explanation of material presented as per the abstract submitted. During the presentation there shall be no refusal to respond to audience inquiries regarding item(s) being presented.

**No presentation shall contain merchandising material for a product or service.** Promotional materials may not be overtly distributed to attendees before or after the presentation. Such materials may be passively available for pick-up by the attendees by the exits. Your presentation is an educational and informational session. We strongly urge you to contract booth space in our exhibit/vendor hall if you choose to showcase and market your product or service.

Persons agreeing to be a presenter are doing so with the understanding that they agree to abide by the conditions, deadline policies and decisions of NEIASIU. If chosen to present, your original abstract of 75-100 words will be used in promotional materials.

In addition to the abstract, presenters **MUST** provide a paper and/or other written educational materials that will be included in the NEIASIU seminar materials. All final seminar materials must be submitted in a professional paper format and on computer disk prepared in WordPerfect, Microsoft Word, or Lotus AmiPro in 12 point type. Any slides, overheads, Power Point presentations or freelance graphics should be provided on disk, as well.

Speakers invited to make presentations at the NEIASIU Seminar agree that:

- Any final paper submitted will reflect the accepted abstract.
- Visual aids used during the presentation will be prepared to be easily viewed in a large room.
- The session lengths are regulated and may contain a scheduled break.

**Recognizing the importance of a timely production schedule to produce top quality promotional materials and registration information requires the full cooperation of all. We are asking all volunteers for the Seminar to agree to the following:**

**Speaker Deadlines** - I agree to personally adhere to the deadlines set forth by NEIASIU.

**Expenses** - Unless otherwise specifically agreed by NEIASIU, I will be responsible for all personal travel arrangements and expenses associated with the Seminar.

**Materials Distributed** - I will not present or distribute any materials at the NEIASIU seminar site without first having sent a copy to NEIASIU at least three weeks in advance of the seminar. I will not present or distribute any materials at the seminar that the NEIASIU General Counsel or their designee finds inappropriate for presentation or distribution at the seminar for any legal reason.

**Materials Modified or Produced on Site** - At the NEIASIU Seminar, I will not present or distribute any materials that have been modified or produced on site, without permission of the IASIU General Counsel or their designee.

**Advertising or Promotional Materials** - I will not present or distribute any materials nor make any statements that are of an advertising or promotional nature. The NEIASIU General Counsel has sole discretion in this determination.

**Speaker Substitutions or Additions** - I will personally participate in the workshop/seminar for which I have volunteered and will personally present any materials I have submitted unless I have prior permission from the NEIASIU Seminar Committee Chair, for a qualified substitute to participate and present on my behalf. No additions will be made to my workshop/seminar without permission of the NEIASIU Seminar Committee.

**Seminar Materials** -. Each speaker provides handouts for attendees. Contact NEIASIU to obtain the number of attendees registered for your session.

**Course Rating** - Presenters must rate their course as Basic, Intermediate/Advanced or Advanced/Specialized.

Basic: Single claim or line of business. The topic or content is suitable for an investigator with less than 2 years experience.

Intermediate / Advanced: Multi-claim or multi-carrier investigation involving more than one investigator or pattern analysis, organized group fraud; geared to investigators with 2-5 years experience.

Advanced / Specialized: High exposure amount or number of claims requiring specialized knowledge such as RICO, organized crime, financial investigations.

**Audio Visual Equipment** - NEIASIU will provide reasonable audio/visual equipment. Each room will be pre-set with an LCD Projector, Screen and Lapel Microphone(s). If you have additional reasonable audio/visual needs, you must notify NEIASIU. You will not order any audio/visual equipment in support of your presentation directly from the establishment where the presentation is to occur. Any additional audio/visual request made at the seminar site will be at the speaker's expense.

**NEIASIU Rights to Materials** - As the material (or any part of it) submitted for your workshop/seminar, the New England International Association of Special Investigation Units has the non-exclusive right to publish, reprint, electronically reproduce, and license use of the material to any others in any medium or form of communication in English throughout the world at any time.

You warrant that the material is original to you, that you are the sole author and owner of all rights in and to the material that its publication will not infringe on any personal or property rights of others, that it contains nothing libelous or contrary to law, and that you have full power to make this agreement. If the material submitted contains any work which requires written permission from others for inclusion in this material, you agree to obtain such written permission from the copyright owner or the owner of any rights in or to the material and deliver that permission to NEIASIU.

**Printed Name(s) constitute agreement to above.**

Presenter # 1 \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Presenter # 2 \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**Submitter's Signature:** \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_