

**To submit a request for Judge Humetewa to speak at an event, please email the following information to [Humetewa\\_Chambers@azd.uscourts.gov](mailto:Humetewa_Chambers@azd.uscourts.gov):**

1. What is the date and location of the event, including the exact time the judge would speak?
2. Who/what entity will sponsor or co-sponsor the event?
3. Are other events scheduled at the same venue at the same time as the event?
4. What specific topic(s) is the judge expected to personally discuss?
5. If known, what are the specific topics of the entire program, and what other speakers will be present? A copy of an agenda and list of other speakers and participating groups would be ideal information for consideration.
6. Who are the expected attendees/target audiences?
7. Is there any fund-raising associated with the event?  
Is someone or some entity potentially deriving monetary profit from the event or surrounding events?
8. Who/what entity would provide funding for the cost of the judge's lodging, meals, and travel?
9. What is the deadline for responding to your request?

**IF the judge is able to commit to speak, please note:**

- a. that the judge's name could only be used in marketing materials if the judge and non-judicial speakers would be treated the same. Marketing materials must not suggest special access to the judge or that attendees will be given special knowledge of how to prevail in court; and
- b. that the judge would not be able to accept an honorarium.

**Requests are evaluated against the canons of judicial conduct which govern a judge's ability to participate. Thank you.**