



NIAGARA FALLS UNDERGROUND RAILROAD HERITAGE CENTER

Niagara Falls Underground Railroad Heritage Center
825 Depot Avenue West
Niagara Falls, NY 14305

Offsite Speaking Engagement Requests

The Heritage Center may occasionally accommodate requests to speak at your organization about the Underground Railroad in Niagara Falls and its connection to modern movements for social justice. Due to the large number of requests for offsite presentations in February, we suggest organizations seek to bring in speakers during other times of the year.

At least 30 days before your desired event, please e-mail the Heritage Center at Tours@niagarafallsundergroundrailroad.org to place a request. The Heritage Center will review the request and try to accommodate.

When requesting a Heritage Center speaker, please provide the following information:

- Name of organization
- Date, time, and purpose of the program
- Audience profile (age, size, topics of interest, any preparation or relevant activities taking place prior to the event, etc.)
- In-person or virtual
- Location of program, address
- Name, phone number, and e-mail address of program coordinator

The Heritage Center requests a minimum honorarium or speaker's fee of \$150 for a one-hour presentation and gratefully accepts donations of a higher amount to support the Heritage Center's educational mission. All associated costs are the responsibility of the requesting organization. If the program location is outside a 20-mile radius of the Heritage Center or more than 30-minute drive, an additional fee according to the IRS business mileage rate will be added to the flat rate speaker fee.