

## PROGRAM AGREEMENT FOR SPEAKING ENGAGEMENT

Please sign and return to **Eye For Change Consulting, Inc.**, Post Office Box 5212, Cleveland, Ohio 44101.

**Sponsor:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Date of Engagement:** \_\_\_\_\_

**Audience size:** \_\_\_\_\_

**Length of program:** ( ) 30 minutes ( ) 1 hour ( ) 2.5 hours ( ) other \_\_\_\_\_

**Site:** \_\_\_\_\_

**Subject/Content:** \_\_\_\_\_

### **SPEAKER AGREES TO:**

For the program sponsor is contracting for, Al Bailey agrees to supply the following:

1. Program content and duration as listed above with customization for sponsor's group.
2. Pre-meeting Questionnaire sponsor completes to assure we are hitting key areas in session.
3. Individual phone interviews with members of audience in advance of the program to fine tune program.
4. Customize the program based on sponsor's needs using the above tools.
5. Offer a 100% money back guarantee, (not including travel expenses) if sponsor is not completely satisfied with the program.
6. Debriefing session with sponsor after program highlighting points learned from sponsor's membership and/or customers.
7. Send out mass email to attendees 1 month after speaking engagement.
8. Conduct follow up webinars, teleseminars or polls/surveys if desired.

### **HANDOUT MATERIALS**

If session uses handout materials, sponsor will be provided original handout materials at no additional charge and is responsible for duplicating for all attendees. Please contact our office if you prefer we handle (for an additional fee) all duplication.

Please also send us copies of any programs or publicity materials for this event.

**Eye For Change Consulting, Inc. □ Post Office Box 5212 □ Cleveland, Ohio 44101**

**Phone: (216)682-6717 □ Email: eyeforchange216@gmail.com**

### **SALES OF MATERIALS**

Sponsor and Al Bailey have agreed that Al Bailey can bring in materials, tapes or books for sale at this event. Al Bailey's book "Trying to Keep Moving Forward: From Foster Child to Executive Director" sells for \$16.99 plus \$4.95 S&H. For prices of quantities above 50 units please contact Eye For Change Consulting, Inc.

### **HOTEL AND TRAVEL ARRANGEMENTS**

Al Bailey will need a single non-smoking room, with a guaranteed late arrival. If possible, sponsor will have hotel room and meals DIRECT BILLED to master account. Please contact our office if this is not possible.

1. Name of Hotel \_\_\_\_\_

2. Address \_\_\_\_\_

3. Phone Number \_\_\_\_\_ Nights of stay \_\_\_\_\_

Please check sponsor's preferred way to handle airfare arrangements:

- Send Al Bailey's itinerary and invoice for payment upon signing of this agreement
- Have Al Bailey's airfare charged to one of your company's credit cards
- Have your travel agent handle Al Bailey's itinerary

Sponsor is responsible for the following expenses:

1. One round trip airfare.
2. Ground transportation, if necessary.
3. Hotel room and meals as needed. Also, please arrange for hotel room to be held for late departure for two hours following the end of his presentation.

Note: Should sponsor prefer to pay one price for travel and include it with speaker fee, merely add \$1000 to speaker fee and submit with your payment.

### **CONDITIONS**

Sponsor's investment for this engagement is \$ \_\_\_\_\_ and \_\_\_\_\_% of this fee which totals \_\_\_\_\_ is due upon return of this contract.

**Please make checks payable to: "Eye For Change Consulting, Inc." (EIN 45-4996199).** This investment enables us to 1) hold the date for Sponsor and 2) be applied toward the "work in progress" and customization – interviewing your people, reviewing your literature, etc. Expenses will be billed within 15 days after the presentation and will be due and payable within 30 days of the presentation. Should sponsor prefer to have one price for travel expenses, please add \$1000 to above fee and no travel expenses will be billed.

**Eye For Change Consulting, Inc. □ Post Office Box 5212 □ Cleveland, Ohio 44101**  
**Phone: (216)682-6717 □ Email: eyeforchange216@gmail.com**

If the book, "Trying to Keep Moving Forward: From Foster Child to Executive Director" is purchased in advance, please also add the appropriate amount to your payment. Reproduction of all or any portion of the presenter's speech is prohibited without prior written permission.

Cancellation fee is 100% of the speaking honorarium if the engagement is canceled within 60 days of the date of the presentation. If notice of cancellation is given 31 days or more before engagement, we will be more than happy to apply this investment toward another program scheduled within 3 months of the canceled program. (You should take comfort in knowing that Al Bailey has never canceled or failed to appear for an engagement. If in the unlikely event this does happen, your total investment will be promptly returned.)

### **NO-RISK GUARANTEE**

Al Bailey offers you special "bail-out" protection.

Al Bailey is extremely professional and delivers all that is promised. Therefore he provides this no-risk insurance:

You and your people must be absolutely satisfied with Al Bailey's message. If you feel that its value does not match with your investment, you will receive a refund of your investment, less travel costs. Immediately. Part of it or all. Al Bailey has never been asked to honor this guarantee – just ask our many satisfied clients!

**BONUS**

If you feel a "bonus" or additional investment is appropriate, based upon the short and long-term success of you and your people... and results, that bonus will be based upon your sincere assessment of our contribution. We aim to satisfy you beyond your expectations and appreciate your recognition. Please complete, sign and email this contract to our office immediately. Then mail the hard copy with your payment within 14 days. Please retain a copy for your files.

**Note that the engagement will not be calendared and the date will remain open until this signed contract and deposit is returned.**

We, the undersigned, hereby agree to all terms and conditions as stated in this Agreement.

Client Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Title of Signer: \_\_\_\_\_

Eye For Change Consulting, Inc.: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_