

CAMEO Quilters Guild Contract

1. **LECTURE:**

TITLE:

GIVEN BY:

DATE: at 7:15 PM start of lecture

LOCATION: Clawson United Methodist Church
205 Main Street Clawson, MI 48017

Length of Lecture: The meeting runs from 7:00 PM to approximately 9:00 PM

The lecture shall begin at 7:15 PM unless otherwise arranged.

The lecture should last approximately one hour.

Please indicate any special set up or physical arrangements needed:

2. **WORKSHOP:** Will you be conducting a workshop: ☐ Yes ☐ No

A. THE WORKSHOP IS PENDING AGREEMENT ON PRICING AND OTHER ARRANGEMENTS.

Title: _____

Date: ____/____/20____

This is to held on the Saturday after the lecture. It will be located at the Clawson Methodist Church unless otherwise specified.

Time length of workshop _____

Workshops begin at 9:00 AM unless otherwise arranged.

If workshop runs through lunch, CAMEO will provide your lunch.

Class Limit: Minimum _____ Maximum _____

Lecturer will provide the following materials for the workshop:

at a cost of \$ _____

Please indicate any necessary equipment to be provided by CAMEO and any special set up or physical arrangements needed for the workshop:

3. The Lecturer can provide description of the lecture and/or workshop projects (pictures, slides or digital images) with the signed contract if able.

A brief (one paragraph) biographical statement and picture for newsletter advertising and publicity may also be included. This information should be received by CAMEO with the signed contract.

4. **EXPENSES:**

Speaker will bill CAMEO after completion of contracted activities for fee(s) as follows:

Lecture: \$ _____

Workshop: \$ _____

CAMEO Quilters Guild will be responsible for travel:

Mileage \$ _____ at a cost of 76 cents (\$0.76) per mile

Lodging \$ _____

Total: \$ _____

Is a deposit required? ☐ Yes Amount: \$ _____ ☐ No

Due by: _____ / _____ / 20____

5. CAMEO Quilters Guild will not be responsible for lost or damaged articles or materials; however, responsible precautions and safeguards will taken to prevent such occurrences.
6. Either party upon a **30 day notice** to the other party may terminate this contract without penalty. In the event of sickness, act of God, unavoidable circumstances, if the party engaged fails to appear, or CAMEO is unable to hold its meeting, or a mutually satisfactory date for a later appearance cannot be arranged, it is hereby agreed that this contract shall be considered null and void, and there shall be no claim for compensation from either party. If a deposit was given, said deposit shall be returned forthwith if a later appearance cannot be arranged. Prompt communication regarding such an event should be made in a timely manner.

Please complete, sign and return to the C.A.M.E.O contact listed below:

SPEAKER

CAMEO Quilters Guild

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Address: _____

GUILD Address: PO Box 1044 Troy MI 48099-1044

HOME Address: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Dated: _____ / _____ / 20____

Dated: _____