

C.A.M.E.O. Quilt Guild, Inc. Contract

1. LECTURE: _____

TITLE: _____

DATE: _____ at 7:15 PM

Location: Clawson United Methodist Church
208 Main Street
Clawson, MI 48017

Length of Lecture: The meeting runs from 7:00PM to approximately 9:00PM. The lecture shall begin at 7:15pm 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: _____

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

Length of workshop _____

If workshop runs through lunch-C.A.M.E.O will provide.

Class Limit: Minimum _____ Maximum _____

Lecturer will provide the following materials for the workshop:

at a cost of \$ _____ per student.

Please indicate any necessary equipment to be provided by C.A.M.E.O. And any special set up or physical arrangements needed for the workshop:

3. The Lecturer will provide description of the lecture and/or workshop projects (pictures, slides or digital images) with the signed contract. Lecturer will also provide a material list for the workshop and indicate any prior knowledge that is needed. A brief (one paragraph) biological statement and picture for newsletter, advertising and publicity should also be included. This information must be received by C.A.M.E.O., with the signed contract.

4. EXPENSES:

Speaker will bill C.A.M.E.O after completion of contracted activities for fee as follows:

Lecture: \$ _____

Workshop: \$ _____

The C.A.M.E.O. Quilt Guild Inc. will be responsible for travel:

Mileage \$ _____ at a cost of 62.5 cents per mile

Lodging \$ _____

Air fare \$ _____

Total: \$ _____

Is a deposit required? Yes / No Due by: _____

5. The C.A.M.E.O Quilt Guild, Inc., 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 C.A.M.E.O. 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

C.A.M.E.O. Quilt Guild, Inc.:

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Address: _____

Address: _____

Contact #: _____

Contact #: _____

Email: _____

Email: _____

Dated: _____

Dated: _____