

Beth Ferrier

Applewood Farm Publications
3655 Midland Road * Saginaw, MI 48603
989-799-6973
email: beth@applewd.com

Guild Lecture/Workshop Contract

This contract is entered into between Beth Ferrier and _____ Guild.

In consideration of the mutual agreements, terms and conditions, the parties agree as follows:

1. Beth Ferrier will deliver the following program(s):

Lecture: _____

Fee: \$350.00

Date & Time: _____ Location: _____

Approximate length: 1 hour plus trunk show

2. Beth Ferrier will deliver the following workshop(s):

Title: _____

One day workshop Fee: \$600.00 Two day workshop Fee: \$1200 (please circle one)

Date & Time: _____ Location: _____

Approximate length: Six hours plus meal time each day. Movie screen is required in classroom.

Title: _____

One day workshop Fee: \$600.00 Two day workshop Fee: \$1200 (please circle one)

Date & Time: _____ Location: _____

Approximate length: Six hours plus meal time each day. Movie screen is required in classroom.

To best serve you, the maximum # of students per workshop is limited to **20**. An additional fee of \$25 per person will be charged for each student over 20, no more than 25 total and only if the classroom will comfortably accommodate. **NOTE:** "Helpers", "assistants" and "visitors" who remain in the classroom for more than a hour will be counted as students. Workshop materials are for only those in attendance.

3. The Guild will be responsible for round trip travel expenses from Saginaw, MI (MBS Airport) to _____ (please list preferred airport). Airline tickets are normally purchased about six weeks before the event. The guild is responsible for any nonrefundable airline ticket expenses, except when cancellation is by Beth.

For venues up to 300 miles away Beth often chooses to drive. Mileage is reimbursed at the IRS rate at the time of the event.

4. The Guild will be responsible for providing room and board. Hotel accommodations are requested.

5. A member of the Guild will be made available to assist in the sales of books and patterns to guild members following the lecture. A table will be set up to accommodate this activity, including a place for Beth to autograph any products as requested. A donation of products will be made to the guild library. No percentage of sales will be offered.

All fees are to be paid at the time of service, before the close of the final event. An invoice covering all expenses except the fees for additional students will be emailed approximately one week before the event.

A signed copy of this document must be part of any agreement between Beth Ferrier and your group. Please fill in ALL requested information, sign and return to Applewood Farm Publications within two weeks of the initial request. No date is considered firm without a signed contract.

This contract of services contains the entire agreement and understanding of both parties. Any amendments should be made in writing and signed by BOTH parties.

SIGNATURES:

Guild representative: _____

address: _____

City, State Zip _____

phone number: _____ email: _____

Guild Website address: _____

Second Guild Contact: _____

phone number: _____ email: _____

Beth Ferrier : _____ date: _____

The completed form may be mailed or faxed to us.

For Questions or more information please e-mail us or call us at 989-799-6973.

© 2009 by Beth Ferrier for Applewood Farm Publications

All rights reserved.