

# SPEAKING AGREEMENT AND INVOICE

This Speaking Agreement will assist you in planning, and will provide you with the information needed to schedule your speaker's time with you.

Please note— This signed agreement plus a 50% deposit is required before the event can be confirmed. Please return this agreement to us at the following address or via email at <a href="mailto:Shamiel@ShamielGary.com">Shamiel@ShamielGary.com</a>:

This document may be used as a contract AND an invoice

Purpose Driven Investments LLC P.O. Box 690272 Tulsa, OK 74169-0272

#### **Speaker Contact**

General Manager: Shamiel Gary

Phone:918-706-7286

#### **Event Information:**

Event Date: February 17-20, 2020

Event Name: Warren County School District

Location: Russell, PA

Host: Dr. Patricia Hawly

#### **Program Details:**

Shamiel Gary will provide 6 keynotes (Approximately 50 minutes)

February 17, 2020 - district-wide teacher in-service day, 1:45-3:00(ish)P.M.

February 18, 2020 - (2 schools) Sheffield Area Middle High School (grades 6-12) 8-11:00A.M. and Beaty Warren Middle School (grades 5-8) 12-3:00P.M.

February 19, 2020 - (2 schools) Eisenhower Middle High School (grades 6-12) 8-11:00A.M. and Youngsville Middle High School (grades 6-12) 12-3:00P.M.

February 20, 2020 - Warren Area High School (grades 9-12)

Shamiel would speak about "GameTime Excellence"

Showing your students how to develop an excellent mission, maintenance, and mindset. Through the speech your students will gain the tools to face challenges and interact with diverse groups.

# Shamiel Gary will provide 1 keynote (Approximately 45 minutes)

Shamiel Gary will provide 1 keynote speech (Approximately 40 minutes)

Shamiel Gary will do an energetic meet and greet in the morning for morning assemblies with students via breakfast, greet them as they come in for school, etc. (Approximately 45 minutes each)

#### Payment:

Participant's Fee

Speaking Honorarium - \$5,100 Travel - \$500

Total - \$5,600

(Please make checks payable to Purpose Driven Investments LLC)

#### **DEPOSIT:**

A 50% deposit of \$5,600 is due upon contract acceptance; balance in full is due at or before the event.

Payments received (5) days after the due date will be considered past due. Past due amounts will incur a

1% late fee for each 30 day period they are past due.

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## Rights Reserved:

Audio or video taping of Speaker's program is allowed only when the Speaker has granted written permission and the Speaker is guaranteed a first generation copy for his files.

#### **Product Sales:**

Speaker may plan to sell product at your event. In venues where sales tax or other fees are required, we ask that we have written notification prior to the event with the details of those expenses. No revenue splits.

#### Cancellation & Refund Policy:

To receive a full refund of your deposit, written cancellation must be received within 45 days of event. A cancellation fee of 50% of contract value plus all travel expenses incurred will be charged for cancellations made less than 45 days of event date.

In the event of sickness or accident to your speaker, or if an event is rendered impossible due to an emergency beyond the control of speaker or host, it is understood and agreed that there shall be no claim for damages by either party. In the event of such non performance for any of the reasons listed above, fees will be waived.

## Other Speaker Needs:

Audio requirements include a quality sound system that has been tested for proper operation. Microphone preferences are a lapel or a cordless, handheld microphone if available. If not, the microphone should allow for at least 30 feet of cord.

Please sit audience directly in front of Shamiel in a theater style setting. No seating behind or to the sides of Shamiel while he speaks.

If Shamiel is speaking at a school, he prefers to have the assembly in the auditorium. If a gymnasium is the only option, sit students only on one side with the remainder on the gym floor or contact us to discuss other options.

The audience should be seated as close to the stage as possible.

In the event speaker would desire to make use of any special equipment such as video, computer (Power-Point), etc., we will give you ample notification to enable you to make the appropriate arrangements.

Accepted and Agreed:			
Host Signature	Printed	Date	
Purpose Driven Investments LLC	Date of Confirmation		

# Requirements/Rider

In order to ensure the best possible environment for your audience, the following must be in place before Shamiel Gary will be able to speak.

#### **MICROPHONE**

- Order of preference for microphone: 1) Hands free microphone (lapel or country-man mic). 2) Wireless Handheld.
- 3) Handheld microphone with at least 30 feet of cord.
- Sound System has been tested for proper operation.

#### STAGE / LIGHTS

- Shamiel prefers a well-lit stage that is open and empty. He does not need a podium.
- Please leave the house lights on enough so that Shamiel can see the audience from the stage.

#### SEATING ARRANGEMENT

- Please sit audience directly in front of Shamiel in a theater style setting. No seating behind or to the side of Shamiel while he speaks.
- If Shamiel is speaking at a school, he prefers to have the assembly in the auditorium. If a gymnasium is the only option, sit students only on one side with the remainder on the gym floor or contact us to discuss other options.
- The audience should be seated as close to the stage as possible.

## **RESOURCE TABLE**

- Please put a table beside the exit of the room so Shamiel can share resources and autograph merchandise for your group.
- There should be a 15-minute break immediately after Shamiel's speech in which he can interact with audience members, sign autographs, take photos, etc.

# **OTHER NOTES**

• Two bottles of water would be greatly appreciated. Room temperature is preferable.

The Client is responsible for sharing these requirements with the appropriate parties (tech crew, planning committee, etc.). It is very important to distribute this sheet. If these requirements are not followed, Shamiel does not guarantee the success of his speech.

If you have any questions, please contact us at Shamiel@shamielgary.com or at 918-706-7286