

Engineering Career Presentations
1-877-644-6337 toll free, (541) 988-1008 fax
Celbaine@aol.com

Speaking Contract

Celeste Baine
1004 5th St
Springfield, OR 97477

Thank you for inviting Celeste Baine to speak at your upcoming event. The following will outline the responsibilities for each party.

Ms. Baine's obligations

- On the day of your event she will work up a storm putting together the best presentation or workshop possible.
- Attendees will have her contact information to contact her directly with any questions.
- All attendees will receive a complimentary subscription to *The Pre-Engineering Times* newsletter.
- She will provide a publicity photograph (if needed) and a suggested introduction for your MC.

Your obligations

You will pay Celeste Baine the following fees:

- Presentation fee

You will book the following as appropriate:

- Air and hotel accommodations
- Ground transportation

Payment

- A confirmation **deposit** of 50% is due with the signed contract.
- The **balance** is due on the day of the presentation.

Copyright

Ms. Baine will retain the copyright of all materials used in this presentation, including any handouts or workbooks. No written work can be copied without her permission.

Reinforcement

To reinforce the presentation, she will offer participants the opportunity to obtain autographed copies of her books *Is There an Engineer Inside You?*, *The Fantastical Engineer* and *High Tech Hot Shots* at a discounted rate after the presentation.

Equipment

She will require a lapel microphone and PA.

She will require a projector and screen suitable to project from a laptop computer.

She will require a table in the back for the reinforcement materials.

Cancellation

If you find it necessary to cancel this presentation, the fee will be:

- More than 7 days' notice = 50% of the fee;
- Less than 7 days' notice = 100% of the fee.

Unavailability

If through unforeseen circumstances she is unable to make this presentation, she will refund your money or help you arrange for a suitable and equally qualified speaker to appear on the same basis, at no further cost.

What to do now

Please complete and sign the contact and return it to the address above with the non-refundable confirmation deposit. She will make sure this date is reserved for you.

We look forward to a great presentation or workshop. Please let us know if you have any questions.

Thank you for booking Celeste Baine!

Engineering Career Presentations Speaking Contract

Celeste Baine agrees to present on _____ (date) at the
_____ (Name of location or event). The topic she will be speaking on
is titled: _____.

The total number of speaking sessions Ms. Baine is expected to provide is _____.

The host organization, _____ (name of host) agrees to the
following:

- The fee of \$1800 will be paid in two installments. A 50% non-refundable deposit of \$ 900 is due to the address above with this signed contract. This will guarantee Ms. Baine's availability on the date(s) you have requested. The balance of \$900 will be paid to Ms. Baine in person at the event.
- Travel expenses (ground and air or mileage) and hotel accommodations are to be paid in addition to the fee. If there are expenses incurred not paid directly by your group, such as parking or toll fees, Ms. Baine will send you all receipts for reimbursement.
- The host party will pay for round trip, coach airfare from Eugene, Oregon to the event destination. The host party is responsible for booking the air, hotel and ground transportation arrangements.

I understand and agree to the above conditions:

Signature: _____ Title: _____

Date: _____

Please review, sign and return one copy of this contract with your 50% deposit to the address above.

Please make your checks payable to Celeste Baine, Tax ID: 72-1457840