

1. Contact Information

SPEAKER to be sent your signed copy by TFA. Please review and complete details.

Speaker Mike Smith Live Date September 19, 2018 Day Wednesday

Sponsor Campbell County High School

Type of Event Assemblies and Leadership Workshop

Contact Person Troy Zickefoose Title Principal

Contact Person #2 Kristina Shields (Associate Principal) (307) 299-6109

Address 1000 Camel Dr.

Gillette WY 82718

Work Phone (307) 682-7247

Cell Phone (406) 670-8009

FAX

email: tzickefoose@ccsd.k12.wy.us

email: kshields@ccsd.k12.wy.us

2. Programs Details

Speaker will arrive 30 minutes early to check sound system and to meet Contact Person.

Beginning Time 8:00

Completion Time 2:30

Speech Site Same as above

Location Phone (307) 682-7247

Assignment Details

Mike Smith will present two assemblies and work with student leadership team as follows:

- 9:00-10:15 Assembly for Grades 9 & 10
- Lunch break and work with Student Leadership Team
- 1:15-2:30 Assembly for Grades 11 & 12

Audience Approximately 550 per session.

3. Payment Terms

Please contact this office soon as possible if payment can not be made as requested.

\$ 6,000 for services, as described in Section 2. Hotel is additional

Fee & Travel A separate TRAVEL EXPENSE INVOICE will be sent to you either before or immediately after the speaking engagement. Travel to be prorated whenever possible. The basic travel expenses for the SPEAKER you selected includes:

Signed Agreement A signed Program Agreement must be returned by in order for the SPEAKER to consider the date FIRM. A FAX copy is acceptable and binding. HOLDING DEPOSIT of \$ 3,000.00 or Purchase Order is required by

Holding Deposit Issue check directly to The Fisher Agency tax ID 32-0040245

Fee Balance FEE BALANCE of \$ 3,000.00 Issue this check payable directly to Mike Smith Live or before date of engagement. Tax ID # 47-3108989

Special Note Please make the Fee Balance Check payable directly to Mike Smith Live (Tax ID #47-3108989) and mail it to The Fisher Agency.

* Money paid in advance will be held in an escrow-type account and released upon completion of work.

4. Airport Information

Airport N/A

Driving Time from Airport N/A

Flight Times N/A

Upon Arrival at Airport

N/A

5. Directions for Driving

N/A

6. Hotel Contact Person is to make hotel reservations (non-smoking room secured for late arrival) and fill in Section 6.

Hotel ***

Confirmation # ***

Address ***

Date of Hotel September 18, 2018

Hotel Phone ***

7. Additional Terms:

Please review these terms as each point is very important to your Speaker.

- 1 Audio or video taping of the SPEAKER'S program is allowed only when written permission has been granted by the SPEAKER, and the SPEAKER is guaranteed a first generation copy for his/her files.
- 2 Additional program requested of SPEAKER, outside the terms of this Program Agreement, is subject to additional fee consideration per hour -- as stated by SPEAKER at the time of SPONSOR'S request.
- 3 Audio-video requirements include a quality sound system, hand-held or lavalier microphone (cordless or 50 feet of cord), full house lights, and if needed for good visibility of the SPEAKER, a raised platform stage. If a gymnasium is being used, please seat audience on one side of the bleachers with the overflow seated on floor level.
- 4 If agreement is canceled by SPONSOR and the date is not resold, the following percentage of the fee will be in effect from the time notification is given to Chris Fisher at The Fisher Agency: 3 weeks or less prior to scheduled engagement = 100% plus airline penalties incurred by Speaker, 31 days or more = 50% plus airline penalties. If date is resold, Holding Deposit can be reapplied to future booking, within a year, with the same SPEAKER.
(*** CANCELLATION MUST BE DONE IN WRITING)
- 5 If SPEAKER cancels due to unforeseen personal emergency or airline/weather complications, The Fisher Agency will make its best effort to find a speaker, for this event, of equal value/talent that is acceptable to the the client or immediately refund the Holding Deposit. If another speaker is not located, no further payment by SPONSOR is required.
6. If SPEAKER has commenced travel to your event, and engagement is canceled due to an Act of Mother Nature (example - ice storm, earthquake) or dangerous situation (example - riots, violence), SPONSOR will be responsible for travel expenses incurred by SPEAKER. SPEAKER'S fee will not be charged, the Holding Deposit (if collected) will be applied to travel expenses, and any excess funds from the Holding Deposit will be refunded to SPONSOR.

8. Additional Details

Troy - Thanks so much for inviting Mike Smith to speak to the students of Campbell County High School! I know that your programs with Mike are going to be a great success!

***Troy - Please fill in any missing details on this PROGRAM AGREEMENT and sign it.

If details on this Agreement do not agree with your records, please contact this office immediately. Fill in missing details (times, directions, etc.). Return a signed copy by mail or e-mail, and process all invoices so payments are on time. Thank you!

Authorized Signatures and Date:

Chris Fisher / Holly Nolan Date 12-13-17

Troy Zickefoose _____ Date

PROGRAM REQUIREMENTS from ...

Mike Smith Live

We want your program to be a great success! To do so, the speaker you select needs your assistance in fulfilling the following requirements. Please sign to confirm that you will meet these requirements and return with your Program Agreement. Please contact The Fisher Agency if you are not able to meet each request. We will notify the Speaker so an alternative solution can be agreed upon in advance. Thank you for your cooperation. TFA

Signature: _____ Title: _____ Date: _____

- bottle of water

- Wireless Mic

If the tour bus is coming:

If Mike is speaking in the gymnasium, Mike will have his own sound system that he would like to use. It will make the experience in the gym that much better. Mike and his crew will need 2 hours to get it all set up. Mike can do it the night before or in the morning. Please contact our office to schedule a time for Mike to come in and set up.

Thank you!!

The Fisher Agency
Holding Deposit Invoice

P.O. Box 1488 * Lafayette, CA 94549
800-541-4660
E-mail info@tfaspeakers.com

Record # HN179235
December 8, 2017

To:

Sponsor Campbell County High School
Contact Person Troy Zickefoose Principal
1000 Camel Dr.

Gillette WY 82718

For professional services of:

Speaker Mike Smith Live **Date** September 19, 2018
Fee \$ 6,000
Speech Location Same as above

Type of Event Assemblies and Leadership Workshop

TERMS: In order to confirm the date on SPEAKER'S calendar, a Holding Deposit is required, as explained in Section 5 of the Program Agreement. **Please make the deposit payable to:**

The Fisher Agency -- Tax Identification #32-0040245

Holding Deposit Due Date: ASAP

Deposit \$ 3,000.00

The Fisher Agency
Fee Balance Invoice

P.O. Box 1488 * Lafayette, CA 94549
800-541-4660
E-mail info@tfaspeakers.com

Record # HN179235
December 8, 2017

To:

Sponsor Campbell County High School
Contact Person Troy Zickefoose Principal
1000 Camel Dr.

Gillette WY 82718

For professional services of:

Speaker Mike Smith Live
Date September 19, 2018
Speech Location Same as above

Type of Event Assemblies and Leadership Workshop

TERMS: Speaker's fee balance is due and payable ON or BEFORE: September 19, 2018

Make this check payable to: Mike Smith Live
Tax ID Number: 47-3108989

3,000.00

Fee Balance \$