Yoram Solomon, PhD

Creativity, Innovation, and Teamwork
Keynote Speaker, Workshop Facilitator

Speaker Agreement Letter

This Speaker Agreement Letter is made by and between Dr. Yoram Solomon ("Speaker") and

_____ ("Client"), whereas Speaker will speak at Client's event ("Event") and be compensated according to the following details:

1. Event details

Date:		**Time:**	
City:		**Venue:**	
Title:			
Length:		**# of attendees:**	

2. Travel & Accommodations (choose option)

_◯_ Fixed rate of _____ ; or—

_◯_ Per expense receipts, limited to _____; or—

_◯_ Travel arrangements will be made by and paid for by Client (details must be approved by Speaker prior to booking)

(Note: methods of transportation and accommodations are at the sole discretion of Speaker, within the limit above)

3. Additional Material

QTY	Material	Unit price	Total
		Total	

4. Audio Visual Requirements

_☐_ Client is responsible for a projector, screen, and microphone with audio system. For this presentation, that will include:

_☐_ Visual system. Details: _____

_☐_ Audio system. Details: _____

5. Preferable Room Setup

_____

6. Total Fee quoted:

7. Payment Terms:

	due with this letter
	due _____ days prior to the Event
	due by the time the Event starts
	due immediately after the conclusion of the Event
	due _____ days after the Event
	total

Please make checks payable to **Romatix Technologies, LLC**. and mail to 2700 Big Creek Court, Plano, TX 75093, or pay via credit card using the link provided within the invoice that will be sent to you.

8. Permissions (please initial):

_____ Speaker has the right to record the Event and share it publically.

_____ Speaker can use the name of Client as reference in publicity materials.

_____ Speaker may be selling books and additional material relevant to the Event on a table provided by Client.

_____ Client shall provide Speaker with a testimonial as to the quality of the Event, within _____ days after the Event date.

_____ Client has the right to _____ subject to terms below

(unless expressly agreed herein, Client does not have any right to record, videotape or otherwise reproduce the Event or any of the materials provided in it. Furthermore, Client shall make clear to the audience that recording or reproduction are prohibited.)

9. Client acknowledges that:

_____ Because of the numerous inquiries we receive, and our desire to serve clients with an immediate answer, we do not hold dates. If the Letter of Agreement is not returned in one week, this (these) date(s) will be considered open.

_____ If the need of the Speaker at the Event is canceled by the Client, the following fees shall still be due at the time of such cancellation. If Client had already paid more than the amount due at the time of cancellation, Speaker shall refund the excess amount to the Client:

- If Event is cancelled 30 days of less before the Event date, 100% of the fees will be due to Speaker.
- If Event is cancelled 31 – 90 days before the Event date, 50% of the fees will be due to Speaker.
- If Event is cancelled more than 90 days before the Event date, no fees will be due to Speaker.
- Any expenses incurred or materials purchased for the purpose of the Event will be due to Speaker in full, regardless of cancellation date.

_____ Speaker has never been late or failed to appear for an engagement. If this should occur, though, Speaker will send Client a full refund of all fees paid, but will be free of any further obligation. If educational materials were purchased, Client will have the option to keep the materials or send them back and receive a refund.

_____ The fee quoted is based on the fact that there will be no audio or visual recordings made of the presentation. Permission for the audio and/or visual recordings, for non-commercial use, must be made through Speaker and be considered in the fee. Announcement will be made reminding the audience that no recording is permitted.

_____ Client shall keep the terms and fees of this Speaker Agreement Letter confidential.

10. Changes, Disputes, Misc.:

Any change, addition, or deletion to this Agreement must be submitted to and agreed to by all parties concerned immediately upon such change. All claims and disputes arising under or relating to this Agreement are to be settled by binding arbitration in the state of Texas and another location mutually agreeable to the parties.

If there is anything in this Agreement Letter about which you have any questions or would like additional information, please call (469) 688-5120. If everything is satisfactory, please sign one copy of the agreement, scan it, and return it via email to largescalecreativity@romatix.com. We will send you a counter-signed copy along with invoice(s), as applicable.

Cordially,

Speaker: Dr. Yoram Solomon _____ Date: _____

Client: _____ _____ Date: _____

Name Signature