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Training, Seminar and Keynote Speaking Contract

Thank you for inviting RHCS to present at your upcoming event. The following will outline the responsibilities for each party. Please review pages 1 and 2 thoroughly and return the signed contract on page 3. We look forward to a great event.

Outline of Responsibilities

RHCS' obligations

- RHCS will provide a dynamic and informative training, seminar or keynote speech that will be tailored to meet the needs of your audience.
- On the day of your event RHCS will begin and end promptly.
- Attendees will receive contact information so that they may contact RHCS directly with any questions.
- All attendees will have the opportunity to purchase and receive autographed copies of RHCS' products to include books, DVDs and CDs.

Copyright

RHCS will retain the copyright of all materials used in the seminar and/or speech, including any handouts. No written work can be copied without RHCS' permission.

RHCS' material often reinforces the concepts presented to attendees or participants. Because attendees often want to learn more or reinforce what they have just learned or heard, you may wish to purchase copies of RHCS' material or product in advance at a discounted rate for all attendees or allow them to purchase copies after the presentation.

Your obligations

In exchange for the services provided, Client agrees to compensate RHCS as follows:

Training/Seminar/Speaking Fee: _____ to be paid by **Option A** or **Option B** (Client shall initial choice below):

___ **Option A:** Total fee upon signing of this Agreement. (This will hold your date).

___ **Option B:** A confirmation deposit of 25 percent upon signing of this Agreement (This will hold your date) and 75 percent on the Date of Event (“Remainder”), or

Recording: The Seminar/Speaking Fee does not include the right to audio- or videotape RHCS’ seminar or speaking engagement for commercial use. Client must get permission in writing from Dr. Dwayne L. Buckingham, President and CEO of RHCS.

Room Set-Up for Seminars: The presentation is conducted using PowerPoint. Equipment needed: One lap-top computer, projector, a large screen and wireless lapel microphone (if available).

Room Set-Up for Keynote Speech: We use a prepared speech. Equipment needed: A podium or note stand. PowerPoint capability is not warranted, but could be used to reinforce speech by showing pictures or other images.

In the event that the host organization cancels the Event or changes the Date of the Event to a date that RHCS cannot accommodate, the following fee schedule shall be in effect from the time RHCS receives notification of cancellation or date change: - All deposit shall be retained by RHCS –All deposits are non-refundable Because RHCS was not able to book for another event due to holding the agreed date and time. (If Option A was selected above); 31-60 days prior to Event notification of cancellation - 50 percent of Seminar Fee will be refunded to client.

In the event RHCS cancels the Event or changes the Date of Event to a date that the host organization cannot accommodate, 100 percent of the Fee will be refunded.

Holding Dates: Because of the numerous requests that we receive and our desire to provide clients with an immediate answer, RHCS does not hold dates. If this agreement is not returned within 7 business days, the date of the event will be considered open. Please send us copies of any announcements regarding the event.

What to do now

To ensure that your date is reserved, please complete the contract on the next page and mail it with your full payment or nonrefundable confirmation deposit to the address above. Please make check payable to **RHCS** or send direct payments through our **PayPal** account at Dwayne@realhorizonsdlb.com

Please contact us know if you have any questions.



Training, Seminar and Keynote Speaking Contract

RHCS agrees to present on (date) _____ from (time) _____ to _____ at (location) _____.

The seminar or speech that RHCS will be presenting is titled:

_____.

The total number of seminars or speeches that RHCS is expected to provide is _____ with each presentation at _____-minutes or _____ hours. Seminar/Speaking Fee: \$_____.

Host organization will also receive a **20%** Discount off all RHCS products.

The host organization, _____ agrees to the following:

Option A: The total \$_____ will be paid in full and is due with this signed contract.

Option B: The total will be paid in two installments. A 25 percent non-refundable deposit: \$_____ will hold the above date with signed contract. This will guarantee RHCS' availability on the date(s) you have requested. The remaining balance of \$_____ will be paid to RHCS within two weeks of the presentation.

• The Terms and Fees outlined in this contract may not be disclosed with Third Parties. Any breach or violation of this contract shall be addressed in a court of competent jurisdiction in the federal or state courts.

By signing this contract, you acknowledge your acceptance of the above conditions:

Signature: _____

Title: _____ Date: _____

Dr. Dwayne L. Buckingham: _____ Date: _____

President & CEO