

# CONTRACT

LYRIC KINARD, TEXTILE ARTIST

Between **Lyric Kinard**, and Guild/Conference: \_\_\_\_\_

Representative: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

e-mail: \_\_\_\_\_ Web Site: \_\_\_\_\_

**Second contact for group:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

## Lecture/Workshop:

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Place: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fee: \_\_\_\_\_

## Lecture/Workshop:

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Place: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fee: \_\_\_\_\_

## Lecture/Workshop:

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Place: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fee: \_\_\_\_\_

**Set-up requirements classes:** One or two tables for display and demonstration purposes. Maximum 20 students. Ten more students may be added for an additional fee of \$20.00 per student. No more than two students per 3'x 8' table. Adequate light, and electrical outlets.

**Added requirements for Surface Design classes:** Easy access to water. Washable floors (i.e. No carpet) and adequate ventilation are \*required\* for dye classes and preferred for other classes.

**Added requirements for Sewing classes:** 1 iron and board for each 5 students. 1 sewing machine in good working order for teacher to demonstrate on. (I can use a student's machine)

**Sales:** I will bring hand-dyed fabric, supplies, publications, and artwork that will be available for sale. I do not promote or spend time selling these items during lectures or class. The guild / conference will not expect to collect any commission on these sales.

**Lyric Montgomery Kinard**

102 Kilmorack Dr. Cary, NC 27511 (919) 303-9932 home (919) 656-6398 mobile

**[www.LyricKinard.com](http://www.LyricKinard.com)**

# CONTRACT

## LYRIC KINARD, TEXTILE ARTIST

**Fees 2018/19:** (payment due at end of last workshop or lecture)

6 hour class: \$800.00

3 hour class: \$550.00

Lectures: \$550.00

Some classes have additional supply fees.

**Booking Fee: \$100.00 non-refundable (counts towards total fee) to be paid when contracts are signed.**

**Expenses:** all payments due at end of last workshop

**Total Fees:** \_\_\_\_\_ (minus \$100.00 booking fee) \_\_\_\_\_

**Door to door travel:** current federal reimbursement rate per mile or round trip air-fare, parking, tolls, baggage fees.

**Lodging :** Hotel/ motel with on-site food and free wireless internet or private home: non-smoking, no pets (severe allergies!), private bath.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Meals:** to be provided by guild or \$40.00 per day, including travel days.

**Cancellations:**

- A guild or group may cancel due to insufficient enrollment 8 weeks prior to the dates of the contract and before the time Lyric purchases airline tickets or incurs expenses. Cancellation must be stated in a person-to-person telephone conversation and must then be confirmed in writing via email or snail-mail.
- If the group cancels within the period of 8 weeks to 4 weeks prior to the dates of the contract, the guild will be responsible for paying half of the contract fees.
- If the guild cancels within four weeks prior to the dates of the contract, the guild will be responsible for paying all of the contract fees.
- If cancellation occurs after airline tickets have been purchased, guild shall be responsible for reimbursing any non-refundable expenses already incurred in addition to all or a portion of contract fees as described above.
- If conditions beyond our control (snow, hurricane, illness, accident, or serious family emergency etc) prevent Lyric from teaching or lecturing it is agreed that this contract may be terminated without a penalty payment assessed by either party. Rescheduling the program may be an option.

**Lyric Montgomery Kinard:**

Address: 102 Kilmorack Dr, Cary, NC 27511

Phone: 919-303-9932 (home) 919-656-6398 (mobile)

E-mail: lyric at [pobox.com](mailto:lyric@pobox.com)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Guild representative:** Name: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_