

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

Lyric Montgomery Kinard

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

www.LyricKinard.com

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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.

Fees 2017: (payment due at end of last workshop or lecture)

6 hour class: \$775.00

3 hour class: \$500.00

Lectures: \$525.00

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)

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

Signed: _____ Date: _____

Guild representative: Name:

Signed: _____ Date: _____