



## PRESENTATION AGREEMENT

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

Sponsoring Organization/Company: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: Work \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

This is to confirm that **Barbara Glanz** will do a (90 minute keynote presentation) titled:

("Spreading Contagious Enthusiasm™ –Creating Workplaces of Passion, Purpose, and Productivity")

for your organization on \_\_\_\_\_

Location: \_\_\_\_\_

Terms of Agreement: \_\_\_\_\_ Fee plus expenses

One half of the fee is required to confirm the speaking date and is to be returned with the signed agreement. The balance of the fee is due the day of the speaking engagement. Expenses will be billed, payable upon receipt of invoice. In case of cancellation up to 90 days in advance of the presentation, a cancellation fee of 50% of the presentation fee is due. From 30 to 90 days, a fee of 75% of the presentation fee is due. Cancellation less than 30 days in advance will be billed at the full fee.

No recording devices of any kind are to be used during the presentation without the written consent of **Barbara Glanz Communications, Inc.** If you are delighted with Barbara's presentation, we request a letter of recommendation and two references of individuals who might like to have Barbara speak to their organizations.

To confirm the presentation, please execute this agreement and return the original to **Barbara Glanz Communications, Inc., 6140 Midnight Pass Road #802, Sarasota, FL 34242, EIN # 36-4013765.** This agreement is valid for ninety days.

\_\_\_\_\_  
Full designation of sponsoring organization/company



\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date Accepted

**Barbara Glanz Communications, Inc.** 6140 Midnight Pass Road, # 802, Sarasota, Florida 34242

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