

Between **Esterita Austin, Port Jefferson Station, New York EASTERN TIME ZONE**

Guild/Conference:

TIME ZONE:

Representative:

Address: _____

Phone: _____ Mobile: _____

e-mail: _____ Web Site:

Second contact for group: _____

Address: _____

Phone: _____ e-mail: _____

Virtual Live LECTURE title:

Zoom account - circle one: [Esterita's zoom account], [Guild's platform]

If more than 100 people attend on Esterita's zoom account

Large meeting (+\$50) or Webinar (+\$40)

Date: _____ Time: _____

Fee:

VIRTUAL LIVE WORKSHOPS title:

Date(s): _____ Time: _____

Circle one of the following:

Option 1 (\$450) Lecture fee, up to 100 participants

Option 2 (\$450) 3hr class, live via zoom

Option 2 (\$750) 6hr class, live via zoom/ if done in two/ three hour segments on two separate days. \$850.

A \$200. Deposit is required on contract return.

CLASS SIZE Maximum enrollment is 20 students per class. 5 additional students can be added for an additional fee of \$35 per student.

COMBINED LECTURES with another guild are encouraged. There will be an additional fee of \$300. Both guilds may split the combined cost equally but both must sign the contract and designate one guild as the "lead guild for all technical and communication purposes.

ZOOM LINKS will be shared one week before the date of the event. If the guild is using a different platform for lectures a short test-run will be required during the week before the event so that Esterita will be comfortable with the platform.

PAYMENTS are due within 7 days of presentation/workshop Esterita can also handle ALL sign-ups and payments for a Live Virtual class.

RECORDINGS Esterita's presentation may not be recorded and kept by Quilt Guild. Esterita keeps all rights to any recordings and content of her presentation.

COMMUNICATIONS Esterita will send a custom link to the guild for a custom advertising page for your group, as well as other promotion materials. The hiring group will include Lyric in all advertising communications and will provide the emails of class registrants three weeks before the class begins unless Lyric is handling all registrations.

CANCELLATIONS Neither party shall be held to this contract if the workshop is cancelled due to illness. We will make every effort to reschedule. If technological difficulties occur such as power outages or equipment failure, everything will be done to reschedule if possible.

Total Fees: _____

Esterita Austin

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Phone: 631 331 3429 (home) 631 252 1443 (mobile)

E-mail : esterita2@icloud.com. www.esteritaaustin.com

Signed: _____ Date: _____

Guild representative: Name:

Signed: _____ Date: _____