



SPEAKER CONTRACT FOR ROGER HARROP

Company or Organisation:.....Phone.....

Address.....

Authorised Representative.....E Mail.....

Location of Engagement.....

Topic Title....'Staying in the Helicopter® -

Day/Date.....Start/Finish Times.....

Relevant educational materials from Roger Harrop will be made available for purchase by participants

Investment in Speaker

Chargeable expenses are roundtrip fully flexible business class airfare, meals, accommodation, and ground transportation. UK car mileage is charged at 50pence/mile. Airfare is pro-rated for multiple clients

Fee..... Approx. delegate nos.....

Type of Speaking Engagement

Keynote	Public Forum	Company Meeting
Convention	Workshop	Other (specify)
Annual Conference	Seminar	

Client is responsible for all necessary hotel arrangements. PLEASE ARRANGE FOR ROOM, TAX AND MEALS TO BE DIRECT BILLED TO YOU OR YOUR ACCOUNT.

CONDITIONS OF CONTRACT

1. No audio or video recorders may be used at any time without express prior written permission from Roger Harrop.
2. The client agrees that, in the event of cancellation of the speaking performance by the client for any reason, 100% of the fees relating to this booking will remain payable.
3. If a speaking performance date is cancelled and re-arranged for a later or earlier date, the cancellation charge outlined above will still apply in respect of the cancelled date
4. The Client will be invoiced for the fee and airfare one month prior to the engagement. Remittance for this amount is due and payable immediately and must be received by Roger Harrop prior to his departure for the engagement for it to take place. Remaining expenses and any airfare adjustment will be invoiced after the engagement and are for payment immediately upon receipt.
5. Please make all remittances payable to **LeHeup Limited, Bank of xxxx sort code xx-xx-xx Account no:**
IBAN: yyyyyyyyyyyy BIC: zzzzzzzz

Agreed and Accepted:

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Authorised Signature	Date	Roger Harrop	Date

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