

Kathy McNeil Art Quilts - Contract



27630 3rd.Ave. N.E., Arlington, WA 98223  
kathymcneilartquilts@gmail.com (425) 870 0955  
[www.kathymcneilquilts.com](http://www.kathymcneilquilts.com)

**Although document may be submitted electronically, a signed copy MUST be mailed to Kathy McNeil. Please retain a copy for your records.**

**Organization** \_\_\_\_\_  
Representative \_\_\_\_\_  
Address \_\_\_\_\_  
Phone contact #1 \_\_\_\_\_ **2nd phone contact #** \_\_\_\_\_  
E-mail\_ contact \_\_\_\_\_

**List each event**

**Lecture (\$500)** \_\_ 45-60 min. \_\_\_\_\_ Please Initial **A slide screen, projector table, and a long three prong extension cord will be provided by guild. Please have a table at the front of the room for sales.**  
Date \_\_\_\_\_ Time \_\_\_\_\_ **Location** \_\_\_\_\_

**Workshops (750.00) /day (\$400.00 for 3 hours workshops) (\$500/4hour)**  
\_\_\_\_\_ Please Initial Please provided a **slide screen, projector table, and a three prong extension cord.**  
*Kathy will need a Bernina sewing machine for demonstration for two day landscape workshops.*

**Location -** \_\_\_\_\_  
Title \_\_\_\_\_  
Workshop; 6 hours. \_\_\_\_\_ 2 day \_\_\_\_\_ 1/2day \_\_\_\_\_  
Dates \_\_\_\_\_ Time \_\_\_\_\_

**Fees must be paid at the end of event.**

ALL TRANSPORTATION COSTS MUST BE PROVIDED.

**Economy class airfare.** I prefer to book my own flights and confirm the price with you prior to purchase.

Groups who are sharing Kathy's travel expenses will be responsible for negotiating the division of travel expenses well in advance. Groups sharing expenses will pay for a rental car \$30.00/day + gas.

**Mileage- \$0.58 cents/or current IRS standard** ((round trip home to airport \$62.70)

**Rental Car Mileage** from receiving airport to venue for lectures and workshops.

**Parking at Seatac airport - \$11.36/day**

**Baggage fees- \$60.00 - for teaching supplies and show quilts.**

**Shipping fee \$35.00 for Patterns required for the workshop.**

**Lodging and Meals**

Organization will provide lodging and meals for Kathy during the duration of this contract.

**Standard Hotel room.**

**Food allowance** Per diem \$35.00/day or meals provided by the group.

**Cancelation policy. For limited reasons only. Must cancel 8 weeks prior to the first scheduled day.**

Signed \_\_\_\_\_ Representative

Signed \_\_\_\_\_ Kathy McNeil

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