

Kathy McNeil Art Quilts - Zoom Contract

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Please sign and email me a copy please.

Organization_____

Representative_____

Phone contact_#1_____

E-mail_ contact_____

Date and time of Zoom presentation.

Lecture ____ - _____

Workshop _____ - _____

My Zoom Pro account will accommodate 100 participants for an unlimited time.

National teacher generic Policies:

No more than 10 invited guests that do not belong to your group.

No audio or video recording of the lecture/class allowed.

I will act as the host or you can if you have a pro-account. Please check below.

Hosted by Kathy_____ Hosted by Org._____

Zoom lectures (\$400.00) 50 minute with shared screen presentation, and 15 minutes as the end for Q and A.

My new Covid Zoom lecture is titled, "[Quilting - The health and happiness project](#)". Please initial_____

You may also choose "Tips and tricks"

_____Please initial.

Workshops (450.00 for 3 hour workshops) _____ Please Initial

CLASS SIZE Maximum enrollment is 20 students per class. 5 additional students can be added for an additional fee of \$25 per student. Each virtual classroom seat is good for ONE viewer (students may not "sit in" if they have not paid their own fee for classes.)

Your group needs to provide the emails of all class registrants two weeks before the class begins, so that I can send them the Zoom link, and followup help can

be provided to them.

Zoom workshops Include -

Sea Turtle, Audubon Owls, Great Blue Heron.

email me @ kathymcneilartquilts@gmail.com for class descriptions, materials lists and more information.

PAYMENTS are due within 3 days of presentation/workshop via check or arrange for a PayPal payment. A \$25 per day late fee will be charged for overdue payments.

Via check _____ Via PayPal invoice _____

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

Advertising material /other promotion materials can be sent in advance. bio, teacher photo, and high resolution images of quilts to assist in all registrations.

CANCELLATIONS: 50% of fee will be due if a cancellation occurs within 30 days of the event. Neither party shall be held to this contract, if the workshop is cancelled due to illness by host or teacher. We will make every effort to reschedule.

Sign_____. _____ date

Sign_____. _____ date

Tips for a lecture presentation.

Make sure everyone turns on their CHAT feature. They can write questions as we go along, and then I can answer those when we are finished during the Q and A.

Please ask everyone to mute themselves. You should be able to see those who are not muted and ask them to do that.

Please ask participants to turn off their video during the presentation - the bandwidth will increase and we will have less of a delay and audio issues.

No Annotation (drawing arrows or lines on my screen share) allowed during presentation.

Thank you
Kathy