

Race, Poverty and Media Justice Seminars, Workshops, Lectures and Professional Development Trainings Contract

Name of hosting organization/university:	
Type of Engagement:	
Focus of Event:	
Location of Event	
Date(s)/Time/Hours of Presentation/Workshop/Training:	
Number of expected participants/attendees:	
Fee for Event: (to be agreed upon in advance)	
Contact Person:	Title:
Phone Number:	Email Address:
<p>TERMS OF CONTRACT</p> <ol style="list-style-type: none"> 1 Payment for services will be agreed on before the event at the price of \$300.00-3,000.00 (negotiable for grassroots, non-profits). Payment is due no later than three weeks upon successfully completion of the event. 2 Travel and accommodations will be arranged and paid for by the responsible organization/ university / college if necessary. 3 The host will accommodate any technical and /or photocopying needs for the event, as well as purchase the necessary readers and /or books. (This can be negotiated into the total fee) 4 If the event needs to be cancelled due to an unforeseen emergency, the host will do his or her best to reschedule the event. 5 Prior to the event, the host will discuss what type of event will take place (lecture, workshop etc.) and what the focus / topic of the event will be with the facilitator / speaker. 6 The event will be advertised by the hosting organization, as well as POOR Magazine and its media affiliates. 	
Signature:	Date: