# SPEAKING LETTER OF AGREEMENT 13-0920

This Letter of Agreement states the agreed-upon terms between **\_\_\_Rome Madison\_\_\_\_\_\_\_\_** (Speaker) and

**Speaker Co-op** (Client) for the specified speaking engagement herein

**Friday, September 20, 2013**

**Topic:**

**Estimated # of Attendees: Dallas: 25 – 35**

(Please check RSVP count at [www.meetup.com/speakercoop](http://www.meetup.com/speakercoop))

**Description of Audience:** Business Speakers, Authors, Coaches, Consultants, Entrepreneurs, Subject-Matter Experts, and Meeting Planners.

**Organization Web Sites:** [www.speakercoop.com](http://www.speakercoop.com), [www.meetup.com/speakercoop](http://www.meetup.com/speakercoop)

**Location:** [Sherlock's Baker St. Pub](http://www.meetup.com/SpeakerCoop/events/138259992/)

5100 Belt Line Rd Suite 776, Addison, TX

**Start Time of Meeting/Event: 11:15 AM**

**Start Time of Speech: Approx. 12:25 PM**

**Length of Speech: 20 Minutes, followed by a 15 minute Mastermind discussion**

**End Time of Meeting/Event: 1:15 PM**

**Fee: \_\_Waived\_\_\_\_\_**

***Client agrees to hold any and all fees, payments, and arrangements CONFIDENTIAL.***

**Payment Terms: \_\_\_\_\_\_\_\_n/a\_\_\_\_\_\_\_\_**

**Client Contact Info:**

**Jeff Klein**

**Cell 214-957-2221**

**1604 15th Place #B**

**Plano TX 75074**

**Speaker** will provide and be responsible for:

* Topic promotional language bio, picture, and public contact info emailed to Client at least 30 days prior to the Engagement Date.
* Promote The Speaker Co-op meeting featuring Speaker through email and social media 30 days and 7 days before Engagement Date. (including verbiage provided by Client)
* Introduction to be read to introduce Speaker (emailed to Client)
* Handouts for Attendees
* Option of A FREE Gift to be used a Door Prize or “Give-away.”
* Merchandise and other purchasable materials and programs to be sold.
* Post-event thanks and mentions in emails and social media.
* ***Speaker agrees to hold any and all fees, payments, and arrangements CONFIDENTIAL.***

**Client** will provide and be responsible for:

* Promo content for The Speaker Co-op meeting emailed to Speaker to use to promote as above.
* Promote Speaker’s engagement through email and social media.
* The meeting space
* Meal for speaker
* Table to prominently display speaker’s materials
* Printed Agenda handed out to attendees with Speaker’s bio, picture, and public contact info.
* List of all attendees or all attendee business cards including email addresses.
* Post-event thanks and mentions in emails and social media.
* ***Client agrees to hold any and all fees, payments, and arrangements CONFIDENTIAL.***

**Please Sign Below**

This Agreement shall be construed and interpreted according to the laws of the State of Texas.

This Agreement contains all provisions; either expressed or implied, and represents the entire agreement between the parties. Any prior agreements, whether oral or written, are replaced and superseded by this Agreement. Any supplemental agreements, whether oral or written, will be amended in writing by both parties.

The Parties agree that each will defend, indemnify, and hold harmless the other and the others’ employees, shareholders, partners, officers, agents and affiliates from and against any liabilities, claims or losses, including reasonable attorneys’ fees, arising from a breach of this Agreement or from the production or use of the services including without limitation those actions involving libel or copyright infringement by third Parties, other than as a result of the negligent or wrongful acts of the Parties, their employees or affiliates.

**The Undersigned Agree to the Terms Above.**

Jeff Klein

Speaker Co-op

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_9/3/13\_\_\_\_\_\_

***Electronically filling out (typing name in signature line) and returning this document will constitute agreement in place of a written signature.***

Speaker: Rome Madison

Phone:

Cell:

Email:

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_