

## Program Agreement

**Host:**

Name:

Address:

Speaker: Stephen M. Canale for The Competitive Edge  
7932 Thornhill Drive, Ypsilanti, MI 48197

**Event:**

Title and dates of Event:

Event Location:

**Speaker Fees:**

Host agrees to pay The Competitive Edge the fee of: \_\_\_\_\_  
for presentation(s) at the Host's Event, 50% of which is due upon execution of this contract.

**Programs Presented by Speaker:**

Title: Times:

Title: Times:

Title: Times:

**Expenses:**

In addition to the Speaker Fee, Host shall be responsible for:

- Travel Full coach round-trip airfare plus ground transportation to and from the event, and/or mileage per the current IRS rate for travel and/or other travel fees such as parking and tolls.
- Expenses \$42 for meals for each day Speaker is scheduled, as well as for travel days.  
Host will arrange, and pay for lodging expenses directly.

**Payment:**

Host agrees to pay Speaker Fees on the day of the Event and to reimburse Speaker for Expenses within fourteen days of receiving a written invoice for appropriate expenses.

**Facilities:**

Host agrees to provide appropriate facilities for the presentation of the Event and will arrange to have the room set up in a manner consistent with the Speaker's requirements, which can be reviewed at [www.canale.com](http://www.canale.com)

**Other Terms:**

It is agreed that the Speaker's Program may not be recorded for distribution by any electronic means without the express written consent of the Speaker.

**Cancellation:**

If the Event is canceled by Host it is agreed that Speaker will be paid fifty-percent (50%) of the Speaker Fee and reimbursed for any travel or accommodation expenses paid by Speaker in preparation for the Event.

\_\_\_\_\_  
Host - Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Speaker

\_\_\_\_\_  
Date