

Connie Pickering Stover
Finished and Framed™ Needlepoint Class
TEACHING AGREEMENT

This agreement, made and entered into this _____ day of _____ 2018 by and between Connie Pickering Stover (Connie Stover) and _____ (institution or person hosting workshop).

I, _____, agree to host Connie Stover for _____ day(s) of needlepoint classes to be held at my needlepoint shop or location designated by me. The class(s) will begin on _____ (month/day/year) and end on _____ (month/day/year), and be held from _____ am to _____ pm each day. No fewer than six hours and no more than eight hours of instruction will be provided each day.

Connie Stover agrees to attend the workshop on the above described days and hours and provide students with instructions, inspiration, exercises and critiques. If, for reasons such as illness or accident, Connie Stover is unable to attend the scheduled classes, she will notify the institution or person hosting the workshop in a timely manner, and will refund all monetary compensation. All other compensation such as air fare, housing, or any needlepoint kits or supplies bought by the shop owner or host is non refundable.

AGREEMENT: The above mentioned shop owner or host agrees to provide Connie Stover with compensation for the _____ day(s) workshop as follows:

1. \$ _____ daily teaching fee payable at the beginning of the workshop.
2. Airfare, train fare, and/or mileage (.32 per mile) to and from the teaching institution, if applicable.
3. Accommodations for the duration of the workshop (_____ nights total, including the night before and the last night of the workshop).
4. Reimbursement for cost of shipping supplies, using FEDEX ground, if applicable. The shipping for classroom supplies cost is not to exceed \$100; and might be necessary only with air travel.

Additionally, each student attending the workshop will be required to purchase a **Finished and Framed™** needlepoint kit from the store owner or host at a price determined by the store owner.

Additionally, a minimum of six (6) Finished and Framed™ kits must be pre-purchased by the store owner from Connie Stover at a wholesale fee of \$_____ per kit, plus shipping. This fee covers the cost of the kit described on the webpage at: <http://conniepickeringstover.com/shopowners/> under the subject titled "Kit Includes". Orders for kits must be placed and paid for no later than 10 days before the scheduled class time or additional manufacturing and/or shipping charges may be assessed.

The shop owner hosting the workshop is responsible for collecting the class fee from each student. Payment of the \$_____ per day fee to Connie Stover is due at the beginning of the workshop _____ (month/day/year).

Connie Stover is responsible for payment of all taxes upon receipt of above mentioned compensation. For promotional purposes, Connie Stover agrees to provide images of her artwork and grant reproduction rights to the retail shop or person hosting the workshop and further agrees to promote the classes through Social Media.

Date _____
Connie Stover _____

Date _____

(signature of director of teaching institution, or person hosting workshop)

Address _____
Phone _____

please sign and return one copy

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