

Scott Backovich Communications Training Agreement

1. Contact Information

Sponsor:

Event Date(s):

Type of Event:

Contact 1:

Contact 1 Email:

Contact 2:

Contact 2 Email:

Work Phone:

Cell/Emergency Phone:

2. Program Details

Presentation Start Time:

End Time:

Training Location:

Training/Program Details

Number of Attendees

3. Payment Terms

Please contact Scott as soon as possible if payment cannot be made as requested.

\$

for services, as described in Section 2.

Signed Agreement: A signed Program Agreement must be returned ASAP to consider the date FIRM. A scanned/faxed copy is acceptable and binding.

Holding Deposit: HOLDING DEPOSIT of \$500 is required as soon as possible. Check may be issued to:

Scott Backovich Communications
4428 E Lavante St.
Long Beach CA 90815

Fee Balance: Remaining FEE BALANCE to be paid up to 3 weeks after the date of the engagement.

5. Additional Terms: *Please review each of the following terms.*

1. Unless otherwise indicated on this contract, bookings are for the single school listed. Advisors, students, or educators from other campuses/programs are not permitted. If a school breaches this portion of the contract, an additional fee will be charged to each additional campus.
2. All state and local COVID guidelines are to be followed by the booking group.
3. After your training, your program will be eligible to attend any/all "ENVOLVE Schools Virtual Meetups" during the 2022-2023 school year. These particular events are specifically for schools who have held a training for the 2022-2023 school year.
4. Access to these special events ends on June 18th, 2023.
5. ENVOLVE Schools Virtual Event registration must be done at least 24-hours before the start of the virtual event.
6. Access to the ENVOLVE Activity Hub begins the first business day following the training. Weekly Activity Challenges are emailed each Sunday from August 14th, 2022 until June 18th, 2023. Access time and subscription length cannot be added to prior trainings. If a school has access remaining from a prior event, booking an additional training does not increase the time, but instead resets it. For example, if a school has 3 years access remaining and books a training that includes 4 years access, the 4 years begins after the training, replacing the remaining 3-year subscription. If a school books a training with a shorter subscription length than they currently have, the longer subscription remains intact.
7. Your organization reserves the right to cancel this Agreement. If a booking is canceled less than two weeks before the date of the training, all deposits will be forfeited. Your organization reserves the right to cancel any session, change the length or size of any session, or change the place of any session at its discretion within (10) days of the scheduled event.
8. If presenter cancels initial training due to unforeseen personal emergency or other complications, all deposits will be refunded to booking group.

6. Required Signature

Contact Person 1 – please sign and fill in any missing details on this PROGRAM AGREEMENT.

If details on this Agreement do not agree with your records, please contact Scott immediately. Fill in missing details (times, contact information, etc.). Return a signed copy by mail or email, and process all invoices so payments are on time. Thank you!

Authorized Signatures and Date:

Scott Backovich

Date

Date