

**SPEAKER EVENT CONTRACT:  
Dave deBronkart dba "e-Patient Dave"**

Speaker:	<b>Dave deBronkart</b> <a href="mailto:dave@epatientdave.com">dave@epatientdave.com</a> dba "e-Patient Dave" 17 Grasmere Lane, Nashua NH 03063, USA +1-603-459-5119
Name on badge, literature, web:	"e-Patient Dave" or "e-Patient Dave" deBronkart (note dash & capitalization; with or without quotes)
Tax ID	Richard D. deBronkart jr. Tax ID xxx-xx-xxxx
Administrative contact:	Pat Richardson <a href="mailto:xxxxx@epatientdave.com">xxxxx@epatientdave.com</a> (617) 000-0000
Client:	
Client Contact:	
Name of event:	
List on Speaker's website as:	<input type="checkbox"/> Organization name & event <input type="checkbox"/> Private Event <input type="checkbox"/> Other:
Location:	
Event date and times:	
Audience size & profile:	
Speaker attire:	<input type="checkbox"/> Business professional <input type="checkbox"/> Business casual <input type="checkbox"/> Other:
Required arrival date & time:	
Allowed departure date & time:	
Additional activities for speaker:	
Prep call	Client and speaker will have a call, typically 30-60 minutes, in the weeks before the event, to discuss purpose of the speech, length, and content options.
Technical requirements; submission of content	<ul style="list-style-type: none"> <li>• <u>Presentation system</u>: Speaker prefers to use his own computer (Macbook Air) to support his complex layouts, fonts, and animations. (Speaker has his own Mac VGA adapter.) <ul style="list-style-type: none"> <li>○ If Client's computer must be used, PowerPoint 2010 is required. 2007 may work; earlier versions <i>do not</i>.</li> <li>○ If Client requires any other method of projection (e.g. a webcast system), it must be discussed in advance. If slides must be modified substantially for the system, additional costs may be incurred.</li> </ul> </li> <li>• <u>Submission of content</u>: Speaker urges that the slides <b>not be handed out</b> for use during the presentation; <b>doing so reduces impact</b>. Upon request, speaker will submit handout PDF for viewing after the event.</li> </ul>
Recording:	Client is permitted to record the presentation (video or audio) on the condition that Speaker is given a copy of the files (or online streaming access) to place on Speaker's website.
Speaker Expenses:	<ul style="list-style-type: none"> <li>• <u>Ground transportation</u> (mileage, parking, car service etc) to be reimbursed</li> <li>• <u>Airfare</u>: flights to be selected by Speaker, with Client approval. <ul style="list-style-type: none"> <li>○ Upgrade to better seating (exit row etc) to be reimbursed, up to \$50 per flight.</li> <li>○ Redeyes require business class or first class</li> </ul> </li> <li>• <u>Hotel</u> to include cost of internet access, and room service breakfast on days with morning presentations</li> <li>• <u>Meals &amp; incidentals</u> to be reimbursed, not to exceed GSA <a href="#">per diem guidelines</a></li> <li>• We will submit scanned receipts for items over \$25. We use scanned receipts due to increased reliability of real-time scans plus the cost and logistical pain of sending paper.</li> </ul>
Speaker Fee / Honorarium:	<p>USD\$</p> <p>Down payment of 25% due at signing, non-refundable unless Speaker cancels. Balance at completion of event.</p> <p>Payment methods:</p> <ul style="list-style-type: none"> <li>• Check (U.S. banks only)</li> <li>• Paypal (<a href="mailto:dave@epatientdave.com">dave@epatientdave.com</a>)</li> <li>• Wire to: Richard D. deBronkart, dba "e-Patient Dave", 17 Grasmere Lane, Nashua, NH 03063 ABA Routing number 0000000000 Account number 00000000</li> </ul>

Signatures to follow:

For Client:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

For Speaker:

\_\_\_\_\_  
Signature

Dave deBronkart  
\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Proprietor

\_\_\_\_\_  
00/00/2013

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date