

This Speaker Contract ("Contract") is entered into on [Date], by and between:

[Event/Organization Name]

[Event/Organization Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

Hereinafter referred to as the "Host," and:

[Speaker's Full Name]

[Speaker's Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

Hereinafter referred to as the "Speaker."

Event Details:

- **Event Title:** [Event Title]
- **Event Date:** [Event Date]
- **Event Location:** [Event Location]

Terms and Conditions:

1. Speaker's Responsibilities:

- a. The Speaker agrees to deliver a presentation or speech at the event as described in the event program.
- b. The Speaker agrees to provide their presentation materials and any other requested information to the Host by [Submission Deadline].

2. Compensation:

- a. In consideration for the Speaker's services, the Host agrees to provide compensation as outlined in Exhibit A, attached hereto.

3. Travel and Accommodation:

- a. The Host will cover reasonable travel expenses for the Speaker as outlined in Exhibit A.
- b. The Host will arrange and cover accommodation expenses for the Speaker as outlined in Exhibit A.

4. Cancellation:

- a. If either party wishes to cancel this Contract, they must provide written notice to the other party at least [Notice Period] days before the event.
- b. If the Host cancels the event for any reason, [within X days of the event] the Speaker will receive full compensation as outlined in Exhibit A, and the Host will reimburse any non-refundable travel and accommodation expenses incurred by the Speaker.

5. Confidentiality:

- a. Both parties agree to keep any sensitive or confidential information obtained during the course of this engagement confidential.

6. Indemnification:

- a. The Speaker agrees to indemnify and hold the Host harmless from any claims, losses, or liabilities arising out of or related to the Speaker's presentation or conduct during the event.

7. Governing Law:

- a. 7.1 This Contract shall be governed by and construed in accordance with the laws of [State/Country].

8. Right to Decline:

- a. The Speaker reserves the right to decline any requests or actions that may compromise their personal safety, dignity, or well-being.

9. Additional Expenses:

- a. Any additional expenses or costs that may arise during the event, not covered in Exhibit A, shall be mutually agreed upon in writing by both parties.

Exhibit A - Compensation and Expenses:

- **Speaker Fee:** \$[Fee Amount]
- **Travel Expenses:** [Details of Covered Expenses]
- **Accommodation:** [Details of Covered Accommodation]

media & deposit

Organization's Responsibilities:

1. Event Logistics:

- a. The Host agrees to provide all necessary event logistics, including but not limited to event venue, audio-visual equipment, and technical support, as required to facilitate the Speaker's presentation.
- b. The Host will ensure that the event venue is safe, accessible, and conducive to creating a trauma-informed and inclusive environment.

2. Promotion and Marketing:

- a. The Host agrees to promote the Speaker's participation in the event through their official marketing channels, including website, social media, and promotional materials, in a manner consistent with the Speaker's public image and brand.
- b. The Host will collaborate with the Speaker to ensure that promotional materials and messaging are aligned with the speaker's values, public image, and brand; and do not include any content that may be triggering or harmful.

3. Recording and Photography:

- a. The parties agree that audio and/or visual recordings of the Speaker's presentation [may/may not] be made during the event. The usage, duration of usage, and distribution of such recordings will be as mutually agreed upon in writing prior to the event.

4. Participant Support:

- a. The Host will provide adequate support and resources to participants before, during, and after the event to address any potential emotional or psychological needs, ensuring a safe and supportive environment for all attendees to ensure that this responsibility does not fall on the speaker.
- b. If necessary, the Host will designate staff or volunteers who are trained in trauma-informed care to assist attendees who may require support during the event.

5. Safety Measures:

- a. The Host will implement appropriate safety measures to protect attendees and the Speaker from any potential harm or disruption during the event.

6. Compliance:

- a. The Host will comply with all applicable laws and regulations related to the event and ensure that the event adheres to ethical and trauma-informed principles.

Acceptance:

By signing below, the parties acknowledge that they have read, understood, and agreed to the terms and conditions of this Trauma-Informed Speaker Contract, including the responsibilities of the Host.

Host Signature: _____ Printed Name: _____

Title: _____ Date: _____

Speaker Signature: _____ Printed Name: _____

Title: _____ Date: _____