

## **EVENT AGREEMENT FOR A SPEAKING ENGAGEMENT WITH FRED D. LYNCH III**

Name of Conference/Event \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Dates Scheduled \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Work \_\_\_\_\_

Phone Home \_\_\_\_\_

### ***Please read carefully***

This event agreement will act as our confirmation to host and sponsors for the above mentioned events. By signing, the sponsors guarantee to pay for all expenses associated with these events listed below.

The sponsors and Fred Lynch will operate as partners in these events, **making decisions pertaining to the events only after consulting together and reaching a consensus.**

### **FINANCIAL POLICY**

1. Honorarium: \$ \_\_\_\_\_  
Make checks payable to: Fred D. Lynch III.  
Payment may be given at event to Fred or under prior agreement you can  
Mail payment to: Fred D. Lynch III  
1208 Oak Creek Dr.  
Hutchins, TX 75141
2. One round-trip coach airline ticket from the Dallas/Fort Worth airport for Fred unless other travel arrangements have been approved by Fred.
3. One hotel room/or approved living accommodations for the Lynch Family.  
**These expenses are to be paid directly to the hotel by you.**
4. Sponsors have choice of either providing meals, or a per diem of \$33.00.

### ***GROUND TRANSPORTATION***

Fred requests that the drivers who pick him up and drop him off (at the airport, hotel, and speaking engagement site) be **male**. Again, this policy is in order to avoid any appearance of moral impropriety.

**APPROVAL OF FRED'S SPEAKING SCHEDULE**

Please obtain approval for Fred's speaking schedule at least 30 days in advance or prior to printing any materials.

Write your current understanding of when Fred will be speaking: please indicate date(s), day(s), time(s), and topic(s)

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**RESOURCE MATERIAL SALES POLICY**

It is Fred's experience that equipping people with resource materials – books, tapes, video curriculum series, and gift items – multiplies the impact of the message shared during the event. The proceeds from these sales also help underwrite the expenses of the Fred's Ministry, which in turn enables us to charge a lower honorarium. **Please furnish tables and sales personnel to handle the sale of these items.** In the event of any pre-shipped material, all items should be shipped to:  
(We **cannot** ship to a P.O. Box #)

Organization Name \_\_\_\_\_  
ATTENTION \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**AGREEMENT**

The above financial policy is acceptable: YES \_\_\_\_\_ NO \_\_\_\_\_

Please have the person who would authorize payment sign below.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_ Title \_\_\_\_\_

Approved for Fred Lynch by: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_