



AGREEMENT FOR SERVICES

Agreement is made on the 23th day of September by and between and Susan Hentz & Associates, an educational consulting corporation, and Mountain View Whisman School District, an educational organization.

This speaker agreement serves as a binding contract between Susan Hentz, consultant, and this educational organization.

Contact:
Acantha Ellard, Interim Director of Special Education
650-526-3500

Susan Hentz will provide professional development for Mountain View Whisman School District on January 3, 2022 at the all inclusive rate of \$4,500.00. The balance is due on the seminar date, payable to: Susan Hentz & Associates. If additional services are rendered, an addendum to this contract may be made or another agreement will be provided to the district.

The educational institution will provide audio-visual equipment including a LCD projector, power strip, extension cord, sound system, cordless lapel microphone, and the meeting facility.

RESCHEDULING POLICY

If the educational institution reschedules the seminar at any time after airfare is purchased, airfare change fees associated with the travel will be added to the fee.

CANCELLATION POLICY

If the educational institution cancels the course from the date of this contract to 30 days before the seminar, an amount of 15% of the contract fee will be paid by the educational institution.

If the educational institute cancels from 29 days to 48 hours before the seminar date, an amount of 25% of the contract fee will be paid by the educational institution.

If the educational institution cancels the course less than 48 hours prior to the expected start time of the course, the total contract fee must be paid by the educational institution.

AUTHORIZED REPRESENTATIVE OF
EDUCATIONAL INSTITUTION

Consultant

By (Name): Cathy Baur, Chief Academic Officer

By: Susan Hentz

Signature: _____

Signature: _____

Date: _____

Date: _____

Susan Hentz & Associates
Seminar Booking Information

Please scan and email this form to Susan@susanhentz.com.

Educational Institute: Mountain View Whisman SD

Contact: Acantha Ellard

Cell: Work: Same

Date Requested: Jan 3 2021

Address for shipping supplies in advance:

1400 Montecito Ave
Mountain View CA 94043

Grade level range attending: 4-8 Anticipated Number: 25

Topic: co-planning and Models & grouping students

Seminar Location: (Please include name and exact address with zip code).

Virtual

Hotel Information n/a

Approximate travel time from hotel to seminar site n/a

Start Time 8:00 Lunch Break End Time

Start time: 1230
End time 330

Airport n/a

Day of Seminar: Circle all that apply

Breakfast/Lunch Arrangements (This will help me to come prepared on the day of the seminar).

Coffee, juice, and snacks will be on site

n/a

Lunch is provided on site.

Please bring lunch with you.