



Screaming Eagle

Ian Thomas

IAN THOMAS TERMS AND CONDITIONS

Please read the following terms and conditions. If you have any questions, don't hesitate to contact us.

Confirmation of presentation

To confirm Ian Thomas for a presentation the **Speaking Agreement** must be completed, signed and returned together with a 50% deposit of the agreed fee.

On completion of the presentation the balance of the agreed fee is payable on the day of the event. Reimbursement of expenses that only occur on the day of the presentation, are payable within 21 days.

Venue

The client is responsible for securing a suitable venue.

Equipment

The client is responsible for supplying the equipment as listed.

Laptop computer with CD-ROM. Data projector, Large screen, Laptop sound i.e. the ability to connect laptop sound to the amplifier and speakers; this must be able to produce lots of volume. Cordless lapel microphone, Large stage, Computer technician. I do not need a lectern.

(For more details on equipment requirements you can request further documentation)

Please ensure that someone is at the venue who is able to solve any computer or software problems that may occur.

Recording the presentation

Please contact Ian Thomas if you wish to record the presentation. Copyright laws prevent the recording of the presentation by any means, including digital, audio, and video. This may be waved on request, but only with the written consent of Ian Thomas.

Books

Ian believes that his book "**The Power of the Pride**" is important in the long-term retention of the concepts that will be presented to your group. Ian would appreciate being able to sell the book during the event, preferably after his presentation. Please let us know if this is acceptable.

Cancellation policy

If the Client cancels a confirmed date, Ian Thomas incurs a loss. This is because other presentations have been turned down, because of this we have found it necessary to include the following cancellation clause.

In the event of cancellation by the client, the 50% deposit is not refundable. However if Ian Thomas manages to secure another client for the cancelled day, the deposit will be refunded.

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e-mail: info@ianthomas.net

If the client cancels the event less than 30 days before the engagement date, the full fee is payable.

Flights: When available and practical, we book the most cost and time effective flights. These flights often have penalties if changed, if the Client cancels, or changes these flights, the Client is responsible for the non-refundable part of the airfare.

In the unlikely event of Ian Thomas cancelling the presentation, all monies paid will be refunded to the client.

Payment methods

Cheque: Please make cheques payable to Screaming Eagle.

Electronic Fund Transfer: You can make a direct deposit to our account by arrangement; contact us for details.

Accommodation

Where overnight accommodation is required, the hotel must be instructed to have Ian's room, all meals including room service and mini bar charges and one short telephone call per day to his home, charged to the client's master account. Ian will not drink any alcoholic drinks from the mini bar. If possible please book a non-smoking room without an inter-leading door.

Travel

Within South Africa: Ian travels business class on all flights. Where ground transport is required, Ian would prefer to hire a car. Another alternative is the client to supply a **reliable car and a good driver** to transport Ian from the airport to the venue and back. However Ian has had a number of bad experiences with drivers in the past, and would far prefer to hire a car.

Outside South Africa: Ian travels business class on all flights. Where ground transport is required, the client must arrange a **reliable car and a good driver** to transport Ian from the airport to the hotel/venue and back.

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