



Chris Loomis • Safety Speaker

## Letter of Agreement

This document is an agreement between Loomis Consulting of Houston, Texas (aka Safety Attitude) (hereafter referred to as "S.A.")

and \_\_\_\_\_  
(hereafter referred to as "client") for the professional services of "S.A."

Company Name \_\_\_\_\_

Billing Address \_\_\_\_\_

Agent/Contact \_\_\_\_\_ Phone # \_\_\_\_\_

Agent/Contact Mailing Address \_\_\_\_\_

Fax # \_\_\_\_\_ Email \_\_\_\_\_

**Presentation:** (All fees are U.S. Dollars only.)

- \_\_\_ Safety Presentation -- Fee \$8,500
- \_\_\_ Full Day of Safety Presentations -- Fee \$10,500

**Expenses:** Airfare business class, lodging (non-smoking room) & car rental.

**Deposit:** Client to pay one-half of presentation fee upon signing of agreement letter to secure date. Balance of presentation fee is due on site immediately upon completion of the engagement.

**Cancellation:** Cancellation of this presentation must be received in writing 180 days prior to said event. Failure to do so will cause the client to forfeit one-half of the presentation fee.

**Audio and video recording:** Audio or video recording is encouraged (Separate licensing agreement required)

**Audio Visual needs:**

- Large screen positioned off center or rear screen.
- Full room lighting throughout presentation
- Computer projection system
- Lavalier (clip-on) wireless microphone
- Open platform with no head tables

After you are satisfied with our presentation we would appreciate a testimonial on your letter head to be used in our promotional materials.

**Tax ID Number:** Our tax ID # is 82-0554361. Please return one signed copy of this agreement letter along with your check for 50% of the speaking fee to secure your date. Make checks payable to: Safety Attitude, Inc.

\_\_\_\_\_  
Officer/Loomis Consulting

\_\_\_\_\_  
Authorized Signature of Client

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Please fax a signed copy as soon as possible, mail hard copy with your deposit check.**