

MARK EATON



America's Number One Team Building Expert

Pre-program Questionnaire

Your Name:	
Today's Date:	
Company Name:	
Contact Name:	
Office Phone:	
Cell:	
Email:	
Program Title:	
Date(s) of Event:	
Date of Mark's Presentation(s):	
Event Location:	
Event Address:	
Emergency Contact Person:	
Title:	
Phone:	
Email:	
Closest Airport:	
Distance From The Airport in Miles and Minutes:	
Person Meeting Mark at the Airport:	

Mark Eaton

(435) 565-1585 or mark@7ft4.com

MARK EATON

www.7ft4.com



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Where:	
Cell Phone:	
Email:	
If Not Being Met, How Mark's Transportation from Airport:	
Hotel Mark Will be Staying in (If Different than Event Location):	
Hotel Address:	
Hotel phone:	
Description of Audience:	
Number of Attendees:	
Theme of Event:	
Challenges the Organization members are Facing:	
Other Speakers Presenting at This Event:	
Person Introducing Mark:	
Email:	
Time Mark's Presentation Begins	
Time Mark's Presentation Ends:	
Recommended Attire:	
Other Activities You Would Like Mark to Attend:	
What Else Mark Should Know About Your Organization:	
How You Heard About Mark:	

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Speaker Agreement

The Client agrees to pay the following fees and expenses:

Program Fee: For current pricing call 435-565-1585 or email wecare@7ft4.com

Travel Expenses:

- Flat Rate of \$1,500 + Hotel Accommodations
 - o Includes: Airfare, Ground Transportation, Meals

A 50% non-refundable deposit is required to hold the date.

Upon receipt of the deposit and signed contract, 7ft4.com LLC will decline other paid engagements for Mark for that date. The deposit is payable to: 7ft4.com LLC PO Box 982108 Park City Utah 84098. Tax ID #.90 0325486. The balance of the remaining speaking fee is due the day of the program. If the Client should cancel this presentation for any reason, it is agreed that all out-of-pocket expenses incurred on their behalf by 7ft4.com LLC will be fully reimbursed to 7ft4.com LLC. upon cancellation.

In the event of breach or cancellation of this contract by the Client up to 90 days prior to the event, the entire amount shall be due immediately to 7ft4.com LLC.

In the event of breach of this agreement by Mark because of illness or an unforeseen emergency, 7ft4.com LLC. will attempt to provide a comparable speaker.

In the event Mark is unable to perform because of circumstances beyond his control, such as failure of means of transportation, Acts of God, riots, strikes, labor difficulties, epidemics, any act or order of any public authority or any other cause, similar or dissimilar, beyond the speakers control 7ft4.com LLC nor Mark Eaton, will have any liability for expenses or losses incurred by the Client and the Client will only be obligated to pay their non-refundable expenses.

Any handouts required for this session will be a joint effort with 7ft4.com LLC. providing the final electronic file and the Client providing the duplication services. Duplication is permitted for this event only and all copyrights are retained by Mark Eaton of his materials. The client agrees that all materials, ideas, etc., to be presented or disclosed as part of Mark's program are the property of Mark Eaton and, and that neither the client nor any of its officers, directors, employees, agents or affiliated entities has any right, title, or proprietary interests in such materials nor may they make any other presentations, reproductions (no video nor audio recordings), telecasts, broadcasts or narrowcasts thereof without prior written agreement. The Client hereby releases and discharges 7ft4.com LLC. from any and all claims of libel, slander, and invasion of privacy.

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Client video or audio recording: With prior written approval and a charge of \$5000, the client may audio or video record this presentation. The fee may be waived if the master is provided to 7ft4.com LLC, and the client may keep a duplicate master for internal use only.

Stage/room arrangements: Please have room set up ahead of time (classroom style may be substituted for round tables). Wireless lavalier microphone and LCD Projector with quality speakers

The representative of the client, in signing this agreement warrants that, he or she signs as the duly authorized representative of the Client. 7ft4.com LLC is the duly authorized representative of Mark Eaton for this event.

7ft4.com LLC	
Signed: Mark Eaton	Signed:
Title: President	Title:
Date:	Date:

Please sign two copies of this contract and return one with the 50% deposit to 7ft4.com LLC PO Box 982108 Park City, UT 84098. Arrangements can be made for electronic funds transfer.

For 7ft4.com LLC office use:

Deposit Received:	Date:	Check #:
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