



ANITA AGERS BROOKS

Educating, inspiring, and encouraging today's influencers!

SPEAKING AGREEMENT

Speaker: Anita Brooks

"We all influence someone, the question is, are we influencing well?"

Anita Brooks will challenge your people to keep this question in mind when she comes to your event—thank you for asking her to educate, inspire, and motivate your group to greater influence. This Speaking Agreement will assist you in planning and will provide you with the information needed to schedule her time with you.

Where highlighted in yellow, please fill in with information appropriate to your event/agreement.

Please note— This signed agreement plus a 50% deposit is required before the event can be confirmed. Please return this agreement to us at the following address:

**Anita Agers-Brooks
P.O. Box 1097
Steelville, MO 65565**

Speaker Contact

General Manager: Anita Brooks
Phone: 573-241-5721

Event Information

Event Date: **Date**
Event Name: **Event Name**
Location: **City, State**
Host: **Sponsor / Contact Name**

Program Details

Anita Brooks will provide **XXX** keynote(s) (*approximately 45 minutes each) on **DATE(S)**.
Anita Brooks will provide **XXX** training session(s) (*approximately 45 minutes each) on **DATE(S)**.
Anita Brooks will provide **XXX** speaking presentation(s) (*approximately 45 minutes each) on **DATE(S)**.

*Longer or shorter presentations are negotiable.

Finances

Participant's Fee

Speaking Honorarium - **\$XXX** including travel expenses, except hotel. (see Travel below)
A final invoice will be provided to the event representative just before or at the time Anita speaks, including the final speaker's fee amount due, and any ancillary travel expenses not previously accounted for. Payment due no later than at time of event.

(Please make checks payable to Anita Brooks. PayPal payments for credit/debit cards are acceptable, but will be assessed with an additional convenience fee of 3%, with a \$20.00 (US) minimum.)

Travel

The event host/sponsor is responsible for making the speaker's hotel accommodations.

DEPOSIT

A 50% deposit of \$XXXXXX due upon contract acceptance; **balance in full due at or before event.**

NOTE: This document may be used as a contract AND an invoice

Rights Reserved

Audio or video taping of Speaker Anita Brooks' program is allowed only when the Speaker has granted written permission and the Speaker is guaranteed a first generation copy for her files.

Product Sales

Anita Brooks will plan to sell product at your event, please provide a table near the exit, set up and prepared with covering. In venues where sales tax or other fees are required, we ask that we have written notification prior to the event with the details of those rates or expenses. No revenue splits.

Cancellation & Refund Policy

To receive a full refund of your deposit (minus any pre-arranged travel fees already incurred), written cancellation must be received no later than 60 days prior to event. A cancellation fee of 50% of contract value plus all travel expenses incurred will be charged for cancellations made less than 60 days of event date.

In the event of sickness or accident related to your speaker, or if an event is rendered impossible due to an emergency beyond control of speaker or host, it is understood and agreed that there shall be no claim for damages by either party. In the event of such nonperformance for any of the reasons listed above, fees will be waived.

Other Speaker Needs

Audio requirements include a quality sound system which has been tested for proper operation. Microphone preferences are a lapel, over the ear headset, or a cordless hand-held microphone if available. If not, the microphone should allow for at least 30 feet of cord.

Please sit audience directly in front of Speaker Anita Brooks in a theater style setting. We request no seating behind or to the sides of Anita while she speaks. In-house or smaller group trainings/workshops may be arranged classroom style.

If Anita is speaking at a school, she prefers to have the assembly in an auditorium. If a gymnasium is the only option, sit students only on one side with the remainder on the gym floor, or contact us to discuss other options.

The audience should be seated as close to the stage as possible.

In the event Speaker Anita Brooks would desire to make use of any special equipment such as video, computer (Power-Point), flip chart and markers, etc., we will give you ample notification to enable you to make the appropriate arrangements.

Accepted and Agreed:

Host Signature

Printed

Date

Anita Agers Brooks

Printed

Date of Confirmation



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Requirements/Rider

In order to ensure the best possible environment for your audience, the following must be in place before Anita Brooks will be able to speak.

MICROPHONE

- Order of preference for microphone:
 1. Hands free microphone (lapel, over the ear headset, or country-man mic).
 2. Wireless Handheld.
 3. Handheld microphone with at least 30 feet of cord.
- Ensure Sound System has been tested for proper operation.

STAGE / LIGHTS

- Anita prefers a well-lit stage (even if the auditorium is dark) that is open and empty. She does not need a podium but is comfortable if one is present.
- Please leave the house lights on enough so that Anita can see the audience from stage.

SEATING ARRANGEMENT

- Please sit audience directly in front of Anita in a theater style setting. No seating behind or to the side of Anita while she speaks.
- If Anita is speaking at a school, she prefers to have the assembly in an auditorium. If a gymnasium is the only option, sit students only on one side with the remainder on the gym floor or contact us to discuss other options.
- The audience should be seated as close to the stage as possible.
- In-house or smaller group trainings/workshops may be arranged classroom style.

RESOURCE TABLE

- Please put a table beside the exit of the room so Anita can share resources and autograph merchandise for your group.
- There should be a 15-minute break immediately after Anita's presentation in which she can interact with audience members, sign autographs, take photos, etc.

OTHER NOTES

- Two bottles of water would be greatly appreciated. Room temperature is preferable.
- Workshop or training intensive audiences should be limited to approximately 150 participants.

The Client is responsible for sharing these requirements with the appropriate parties (tech crew, planning committee, etc.). It is very important to distribute this sheet. If these requirements are not followed, Anita does not guarantee the success of her speech.

If you have any questions, please contact us at anita@anitabrooks.com or at 573-241-5721.



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BIO

Anita Brooks motivates people to dynamic break-throughs as an inspirational business/life coach, international speaker, and certified personality trainer.

An award-winning author, from the page and stage, Anita educates, inspires, and encourages us to make a difference and influence well. Her latest book is ***Exceedingly: Spiritual Strategies for Living On Purpose, With Purpose, and for an Abundant Purpose***.

Anita also hosts the podcast, *Tending Your Dreams*. If you have a dream, she can help.

As much as Anita loves traveling, speaking, coaching, and writing, her favorite pastime is dipping her toes in a Missouri river or lake and laughing with her family.

Discover more at tendyourdreams.com or anitabrooks.com.

INTRODUCTION

Our speaker today has spent nearly three decades studying human personality, and how it affects everything we do. From why we spend what we spend and where, to improving efficiency, effectiveness, and profitability at work, to bringing greater peace and joy to our family relationships, she specializes in solving people problems, while teaching women and men to tend their deepest dreams.

She has delivered countless presentations to thousands of people in auditoriums, arenas, in-house events, conferences, retreats, and leadership venues, all over the U.S. and abroad. An award-winning author, she has also published multiple books, including the bestseller, *Getting Through What You Can't Get Over* and *Exceedingly: Spiritual Strategies for Living On Purpose, With Purpose, and for an Abundant Purpose*.

She is passionate to remind us, "We all influence someone, the question is, are we influencing well?"

But as much as she loves the work she is privileged to do, her favorite pastime is dipping her toes in a Missouri river or lake and laughing with her family. This dynamic motivator travels the globe educating, inspiring, and encouraging today's influencers—people like you. Please welcome Anita Brooks!