

Mona Freedman Morris

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SPEAKER CONFIRMATION CONTRACT

Thank you for the opportunity to speak to your group. The terms of this contract reflect our informal agreement. Please sign and date this letter returning one copy within ten days, either by mail or e-mail. A fee of \$ 125.00, made payable to ***Mona Morris*** should be provided prior to the talk.

(In Person suspended during COVID. Zoom only)

My presentation is approximately 45 minutes with a 15-minute question and answer session following the talk. I adjust my talk according to the background of the people attending.

Equipment needed:

Microphone
Projector for Power-Point Presentation.
Table for Handouts and Display

One week prior to the talk you will be contacted to verify number of persons attending and to address any questions relating to this contract.

I will arrive at least a half-hour before the scheduled session to set up.

Name of Organization: _____

Address: _____

Phone # _____ e-mail address: _____@_____

Contact Person: _____

Date of Presentation: _____ Time: _____

Mona Freedman Morris

date

_____ 202_____

Authorized signature

date

_____ 202_____