

NAME CREATE GIFT & GAB AGREEMENT

Create Gift & Gab Agreement for <<Presenter Name>>
<<TITLE OF GIFT & GAB, Date of ZOOM Session >>

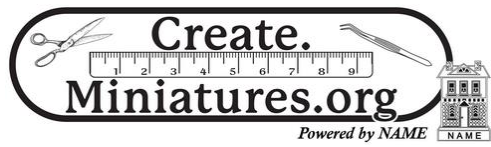
By agreeing to provide a Gift & Gab for the NAME CREATE platform, I acknowledge I will abide by the following terms:

1. My maximum number of guests is _____. I commit that I will provide prepared gifts for the actual number of guests up to my maximum number. I understand that I am responsible for shipping my Gift & Gab gifts to the registered guests a minimum of **15 days** prior to the Gift & Gab presentation date. I will provide proof of shipment and tracking numbers for all packages to the NAME office for reimbursement after the Gift & Gab has been held.
2. My Price to NAME for the Gift & Gab is \$_____
3. NAME will assess a \$14 per capita to every NAME member and **\$25 per capita for every non-NAME member** that registers for the Gift & Gab. Therefore, the published cost per person will be your gift with \$25 added to that cost. An \$11.00 discount will be given to NAME members upon checkout. If I cancel the Gift & Gab, I agree to pay the \$14/\$25 per guest registered at time of cancellation.
4. I understand that the payment I receive will be the cost of the gift plus shipping costs charged to the guest. All payment to presenters will occur no later than six (6) business days after the Gift & Gab presentation provided NAME has received proof of shipment and link to the video has been provided to guests. My shipping fees are as follows:

\$_____ shipping USA (Continental)
\$_____ shipping Canada
\$_____ shipping to other countries

I will not ship to the following countries (e.g., you may choose not to ship to the UK due to the UK Vat regulations) _____
5. My deadline for acceptance of participants in order to assure shipping in time for arrival prior to my ZOOM session is _____ (date must be a minimum of 15 days prior to the Gift and Gab presentation date). My deadline for acceptance of participants for other countries is _____. I understand that my kit will remain available for sale until I sell out or until the day of the class, whichever comes first. However, I am not obligated to ship kits for orders that come in after the shipping deadline until after the ZOOM session. Those signing up late for the class will receive the link to the class recording when it is available.
6. NAME will contact you right away if a guest signing up is outside the USA so you can ship the gift as quickly as possible. As orders are received, you will be sent copies of the orders. These orders include the student names, shipping addresses and email addresses. You are responsible for keeping your own records of your class participants. Periodically a list of student names will be sent for comparison to make sure that all orders were received.
7. NAME will keep track of a waiting list, in the event that my Gift & Gab sells out, and if additional gifts can be prepared people on the wait list will receive priority to sign up for the Gift & Gab through the CREATE site.
8. Presenting a Gift & Gab through the Create platform requires that it be recorded. The NAME **ZOOM** platform can do this for you. Gift & Gabs on the NAME **ZOOM** platform will include a moderator to start the recording of the Gift & Gab session and to help people log on if needed. They may then leave the Gift & Gab and turn the hosting over to you.

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Although we prefer that you use the NAME Zoom, you may choose to use your own Zoom account. However, your Gift & Gab shall still be recorded and a link to your video shall be provided to guests within 5 days of Gift & Gab.

Please check one.

_____ Use the NAME Zoom account

_____ Use your own Zoom account

9. By signing this Agreement, you agree to permit NAME to store the video on the NAME Vimeo site for a **minimum of six (6) months** after the date of the end of the Gift & Gab for use by you and your guests whether using the NAME ZOOM account or your own Zoom account to record. NAME will not use the video for any reason other than distribution to the guests unless noted below. If the NAME Zoom account is used NAME will send you a video link within 5 days of Gift & Gab for you to email to your guests. If your Zoom account is used you agree to provide the link to your video to your guests within 5 days of receiving access to upload the video from your Zoom account.

10. **OPTION---** I grant permission to NAME to use my video as an educational tool on the Create platform after my initial presentation. Instructors have no obligation to provide gifts or address questions from any potential viewer accessing these free videos.

Please sign if you agree to this option _____

If you do not want to participate in this option, please circle **NO I DO NOT WISH TO PARTICIPATE**

11. NAME will work with you to schedule the date and time for your Gift & Gab. **The date, time, and Zoom Gift & Gab link will be sent with the presentation information to each guest by you.** This link is not to be shared to anyone that is not a paid registrant of the Gift & Gab offered.
12. **A \$25 non-refundable CREATE fee must be included with this Agreement.**
13. Should I be unable to present my Gift & Gab due to a last-minute hospitalization or death of an immediate family member, I shall notify the NAME Office and CREATE Gift & Gab Chair. (Immediate family is defined as parent, spouse, partner, son, daughter or family member residing within the home.) I understand that the Create Gift & Gab Chair will work with me to re-schedule the Gift & Gab date if at all possible to avoid cancellation. Total cancellation will result in the full CREATE Fee charges. Should a guest cancel the order for the Gift & Gab prior to shipping due to the presenter not being available to teach at the intended time, a full refund shall be granted to the guest. No refunds will be given for already shipped gifts. No substitute presenter shall be designated to present the Gift & Gab.

I have read and understand the instructions listed above.

Accepting Presenter's Signature

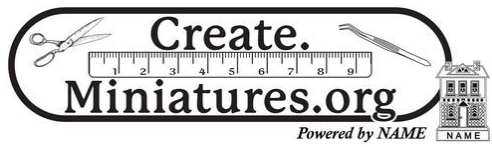
Date

DEADLINE FOR ONLINE GIFT & GAB AGREEMENT AND \$25 FEE IS (DATE)



Signature for Credit card use _____

You may send PayPal payment to name@miniatures.org. Please put "Create Gift & Gab Fee" in the memo.



Your agreement must be submitted via email to Kim at kim@miniatures.org. If paying via credit card, call NAME at the number at the bottom of the page. You will be required to provide your Social Security number as well for tax purposes.

*******ADDENDUM*******

Do not fill this out with your initial agreement. It is here for you to use if you would like to offer your Gift & Gab as a "Second Chance" Gift & Gab. This is an opportunity to sell any additional Gift & Gab gifts that are leftover from the initial offering, or to offer additional Gift & Gab gifts if your session was very popular and you wish to extend sales.

If you would like to take advantage of this program, fill in the remaining inventory counts, sign and date this addendum to the Agreement and return this to the NAME Office between the time of your guaranteed arrival date and one week from the date of your class.

These Gift & Gab Gifts will be available on Create for 30 days after your live Gift & Gab session, or until they are sold out, whichever comes first.

I would like to offer my workshop as a "Second Chance" workshop. I will offer up to _____ Kits. (This number should reflect the total number of kits you can provide as a second chance offering. You will need to provide the exact number of kits, we will not automatically add in the number of kits that you had left from initial offering).

I understand that the pricing, including the per capita fees, will remain the same as the initial offerings. I also understand that I will submit proof of shipping in order to be paid for my kits and that I will ship within 7 days of the end of this 30 day offering, barring emergencies, when I will communicate both with NAME and my customers about the revised shipping dates. While I do not have to offer a repeat live session on ZOOM, I understand that it is my responsibility to send the link from the live ZOOM session to any students who sign up for my class through the "Second Chance" offering.

Signature _____

Date _____

NAME - Create PO Box 69 Carmel, IN 46082

name@miniatures.org

Phone 317-571-8094