



# The Frederick Douglass Foundation

*"Where justice is denied, where poverty is enforced, where ignorance prevails, and where any one class is made to feel that society is an organized conspiracy to oppress, rob and degrade them, neither persons nor property will be safe" Frederick Douglass*

**"The Largest Christ-Centered, Multi-Ethnic and Republican Ministry in America"**

## The Frederick Douglass Foundation Speakers Bureau

### Scheduling and Events Terms of Agreement

1. The Frederick Douglass Foundation Speakers Bureau agrees to provide a speaker for the date, time, and location requested. No additional appearances or activities shall be planned by the Requestor nor expected of the Speaker unless approved by the Frederick Douglass Foundation Scheduling Office prior to the event date.
2. Event sponsor agrees to pay the travel expense by the indicated due date. These expenses are billed at a flat rate, and include all applicable airfare, lodging, transportation, food, tolls/tips/misc. A proof of final payment will be mailed from the Frederick Douglass Foundation office. Frederick Douglass Foundation Speakers Bureau reserves the right to cancel participation if payment is not received by the requested date.
3. The Sponsoring Group agrees to provide an honorarium or love offering in addition to the travel expense.
4. The Frederick Douglass Foundation Speakers Bureau will make all travel arrangements.
5. The speaker's address may not be audio or video taped or broadcast unless previous permission has been secured from Frederick Douglass Foundation Speakers Bureau.
6. Date, location, and contact information for this event will be posted on the Frederick Douglass Foundation calendar posted on the home page ([www.TFDF.org](http://www.TFDF.org)), unless a request has been made to maintain a closed event.
7. In extreme circumstances, The Frederick Douglass Foundation Speakers Bureau reserves the right to cancel this appearance due to a speaker's illness or an unforeseen emergency or overriding obligation or professional responsibility and will not be responsible for expenses or losses incurred by the Event Sponsor. However, all reasonable efforts will be made to avoid any cancellations.
8. All payments are to be made to the Frederick Douglass Foundation Speakers Bureau and sent by via credit card, check, or cash. The W-9 Form will accompany this contract.

**Devoted Christians – Proud Americans – Active Republicans**

P.O. Box 50273 \* Washington, DC 20091 \* Tele: 202-241-TFDF (8333)

[www.TFDF.org](http://www.TFDF.org)