

## Terms and Conditions

- Upon tentative booking a tax invoice of 50% of the presentation fee will be generated and sent to you electronically, as well as a Booking Agreement summarising booking details.
- To confirm a booking:
  - a 50% deposit is required
  - a signed agreement is to be returned either by mail or fax
- The balance of the presentation fee will be due 7 days prior to the presentation date.
- Expenses to be paid for by the client include:
  - Airport transfers (please provide cabcharge vouchers where possible)
  - Flights
  - Accommodation
- Kirsty always asks for a testimonial after a presentation and if appropriate will also ask for referrals.

## Flight information

- Kirsty flies economy class to all Australian and New Zealand destinations and business class to all other International destinations.
- Kirsty is a Qantas Frequent flyer: #2695235 and a Virgin Blue Velocity Member: #2101730913

## Accommodation Requirements

- Non smoking room
- 2.00pm checkout for AM presentations and specific arrangements will need to be made with the hotel for extra late checkout for PM presentations for which Kirsty is not staying the night.

## Recording and Copyright

- Kirsty is always happy for her presentations to be recorded, provided that a copy is provided to her afterwards and that she is allowed unlimited distribution of her session only.
- Flash photography is permitted at any time after 10 minutes into the presentation. Where possible please supply a copy of the pictures to Kirsty.

## Marketing Material

- Kirsty travels with a large 1m x 2m stage banner which shows herself and her book title Advance to Go, Collect \$1Million. They are self supported and are designed to enhance the Kirsty Dunphey brand. Should this prevent a conflict of interest to a client or sponsors please advise Kirsty prior to the event.
- With the clients permission order forms and information about Kirsty Dunphey products will be made available to participants.
- Kirsty Dunphey does not use the platform as a marketing opportunity for products she sells. She will however from time to time where appropriate refer to something that is in one of her products or on her website. If this is a cause for concern please advise and we will restructure the presentation so as not to include these references.
- The URL [www.kirstydunphey.com](http://www.kirstydunphey.com) will be provided to the participants along with Kirsty's email - [kirsty@kirstydunphey.com](mailto:kirsty@kirstydunphey.com) as a contact point for any further questions or information.

## Cancellations

- Deposits are non refundable in the event of a cancellation, however they can be carried forward to another event or booking.
- Full fee is payable for cancellations made within 7 days of the presentation date.
- If due to unforeseen circumstances Kirsty Dunphey is not able to deliver the presentation any monies paid will be returned immediately.