

**Booking Agreement: Milan and Kay Yerkovich  
Milan & Kay Resources INC.  
949 581 1920**

Administrator: Mary Belanger  
mary@howwelove.com

**Agreement Date Contract Finalized:** \_\_\_\_\_

**Purchaser Organization** \_\_\_\_\_

**Purchaser Contact Person** \_\_\_\_\_

**Total Full Speaking Price:** \_\_\_\_\_ Checks made Payable to:

Milan and Kay Resources, INC

24211 Puerta de Luz

Mission Viejo, California 92691

**Deposit Amount:** \_\_\_\_\_ Check # and date of deposit \_\_\_\_\_

**Remaining Balance:** \_\_\_\_\_ Check # and date of balance payment \_\_\_\_\_

Purchaser agrees to pay in addition to speaking fee the following travel expenses:

**Estimated Expenses**

- **Airfare:** Coach is fine unless we travel to the East Coast and then we would appreciate Economy Plus.
- **Luggage Fees**
- **Airport Parking:** Parking at John Wayne Airport is \$28. per each 24-hour period.
- **Lodging:** Hilton Garden Inn if possible.
- **Meals:**
- **Car Rental:** We are members of National and Car Rentals are approximately \$60. to \$70. Per day. If you prefer to have someone pick us up and drive us to and from the airport and the event that is an option.
- **Printing the syllabus for the attendees**

**Topic of Speaking Event:**

\_\_\_ How We Love

\_\_\_ How We Love Our Kids

\_\_\_ How We Love Sex...or Don't

\_\_\_ How We Love as Leaders

\_\_\_ How We Love for Singles

\_\_\_ Therapist Training

\_\_\_ Other \_\_\_\_\_

**Length of Presentation:** \_\_\_\_\_

Typically, our workshops are 6 hours in order to best teach the material. This can be modified on a case by case basis.

**Location of Presentation:** \_\_\_\_\_

\_\_\_\_\_

**Dates and Times:** \_\_\_\_\_

Most events are either a Friday night – Saturday morning or an all-day Saturday format.

**Signature of Purchaser:** \_\_\_\_\_

**Signature of Speakers:** \_\_\_\_\_

Here is what we need for a great event:

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**LOCATION AND SOUND**

1. A comfortable setting (theater, hall, auditorium) with heating or air conditioning as needed. We find our audiences are most responsive if the size of the room fits the number of attendees. While this isn't always possible it's something to consider.
2. A good sound system with a well-trained, experienced sound tech to run the audio, microphones, videos, etc. for the presentation. We will need two lapel or ear microphones one for Milan and one for Kay. In addition, in some workshops we work with a volunteer couple on stage. This works best if they have lapel or ear microphones as volunteers don't handle hand held microphones well. If you don't have four lapel or ear microphones we can let the couple use ours and we will use one hand held for this part of the presentation. This is often a highlight of our presentation and good sound quality makes a big difference for this part of the event.
3. We have videos in Mac and PC format on a flash drive. If you need another format, please let us know ahead of time. We will provide a flash drive of the videos when we arrive for the event. Please let us know if you want them before that time.
4. We need two music stands or something similar for Milan and Kay's notes. Also, when we work with the couple on stage we would need two stools that have backs. For the last section where we demonstrate holding time, it works best if a small couch can be added to the stage.

**PROMOTION AND PRICING:**

1. For an event to be well attended it needs to be well promoted. If you need materials to help with promotion, let us know. We have short clips that can be shown in a service or on your website. Personal testimonies by those familiar with the book can be a great way to promote as well.
2. We will post the event date, time and location on our website when the contract is signed. If you would provide us with a link to your registration site our viewers can link to the registration through our website as well as yours. If you want your event to be private please let us know and we will not post the event.
3. Your organization will determine the price of the event for attendees and the registration method. The speaking fees, travel expenses and printing of the syllabus should all be considered in recovering your costs for the event.
4. We have a syllabus that is used for the different presentations. Each attendee will benefit from having their own syllabus. The length of the syllabus by topics are as follows.
  - How We Love: Syllabus 21 pages
  - How We Love Our Kids: Syllabus 25 pages
  - How We Love Sex.. Or Don't: Syllabus 40 pages
  - How We Love as Leaders: Syllabus 12 pages
  - How We Love for Singles: Syllabus 28 pages

For the best learning we prefer using a syllabus rather than a power point presentation. Attendees can refer to the syllabus for additional learning

5. We suggest you have your attendees take the Love Style Quiz on [howwelove.com](http://howwelove.com) before the event. This will help attendees familiarize themselves with the topic and peak their interest.

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**VIDEO TAPING OR RECORDING THE EVENT**

We ask that you discuss with us and obtain written permission to video tape, televise, record, or broadcast the event.

**BOOKS AND PRODUCT SALES**

1. Books will be shipped to your location before the event from Waterbrook publishers. Our administrator will order books and have them sent. We will need an estimate number of attendees approximately two weeks before the event. Any books left over can be shipped back to us and our administrator will email shipping labels for the number of boxes needed after the event.
2. We will bring additional resources CD's and DVD's to the event to help people further their learning and growth. These will be sold at breaks and after the event is over. We will need two long tables and table cloths for the resources. We need the product tables placed in a location that is easily accessible to attendees.
3. We prefer to have 4 volunteers (couples you know and trust) that can sell products and run credit card machines. They need to be available 30 minutes before the event so they can receive instructions about the products and credit card machines. We like to talk to people and answer questions after the event and cannot do this if we are selling products. Receipts from sales shall be the property of Milan and Kay Resources, Inc. and no merchandise fees or commissions shall be paid to the venue.

**DEPOSITS AND CANCELLATIONS**

1. All payments shall be made by check as follows:
  - a. \$500 shall be paid as a non-refundable deposit by the Purchaser to the Speakers, at the time the contract is signed and the date is reserved. (In the event that the agreed upon price is less than \$3000, the deposit shall be 25% of the total price.)
  - b. The balance of \$ \_\_\_\_\_ shall be paid by the Purchaser to the Speaker at the arrival of the event.
  - c. After the event, The Speakers will send a final invoice which includes the travel expenses incurred during the event. The Purchaser will pay the invoice upon receipt.
2. The Purchaser agrees that if Presentation is canceled (by Purchaser) 60 calendar days prior to the scheduled event the deposit of \$500 will be forfeited. If Purchaser cancels Presentation less than 30 days prior to the scheduled event, the Purchaser agrees to pay the full agreed upon price, plus any incurred travel expenses already booked, regardless of the cause of the cancellation. Deposits may be used toward future booking if the event is cancelled and rescheduled. If airfare already booked is non-refundable the purchaser is responsible for the amount of airfare or for rebooking fees if event is rescheduled.
3. If Milan and Kay are both speaking and one of the two above mentioned is sick, or an unforeseen emergency arises, one speaker instead of two shall conduct the event unless the host prefers to reschedule the event when both Milan and Kay are available. We have never had this happen but it's advisable to consider all possibilities. We would discuss options in the unlikely event this should occur and work out an agreeable solution to both parties.