

# Gary Lawrence Karp

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128 GOLDEN HINDE BOULEVARD, SAN RAFAEL, CA 94903

## **S P E A K I N G   C O N T R A C T**

**The Presenter:** Gary Karp

**The Host:** Disability Management Employer Coalition, Long Beach Chapter

**Location:** The Grand, Long Beach Event Center  
4101 East Willow Street  
Long Beach, CA 90815

**Contact:** Wendy Pawling  
University of California at Irvine  
1000 Berkeley Place  
Irvine, CA 92697-4600

**Presentation Date & Time:** Wednesday, December 5, 2007, 9:00 a.m., 75–90 minutes

**Speaking Fee:** \$500 honorarium plus travel expenses

### **Technical and Setup Requirements**

These describe the ideal setting for the presenter to speak at his very best. If there are any details in here that are a concern, please communicate these concerns as soon as possible. Please review these carefully and relay them to the person responsible for room setup.

### **Speaker Area**

What matters most is that everyone in the room be able to see the presenter, and vice versa. Since Gary uses a wheelchair, eye contact is not possible with the whole room without some degree of elevation — and they can't see the juggling! The optimal set up is either a raised platform, or an auditorium / lecture hall setting. For facilitated discussions or training, the criteria is different, and the specific setup needs should be discussed separately.

If a separate platform is to be used, provide a ramp so that the presenter need not be lifted by helpers in front of the group. It needs to be at least 10' x 6'. Seating should be designed for optimal line of sight visibility.

Provide a table for the stage big enough for a laptop computer, water, a couple of books, and the juggling balls. Leave an open area at the front of the speaker platform so Gary is fully visible, can move around, and is able to make more intimate contact with the audience.

### **Microphone**

Provide a hands-free, remote, lavalier microphone. A remote microphone is important since a cord gets tangled in the presenters wheels and brakes as he moves around during the talk. And of course, Gary's hands have to be free for the juggling!

### **Video Projection**

Gary will bring his own laptop computer, and runs PowerPoint during the talk. The computer is compatible with standard LCD video projectors. Advance copies of PowerPoint files are NOT provided, rather Gary always work directly from his own laptop computer.

**Please ensure that there is a cable that is long enough to reach the speaker's platform from the video projector, since Gary needs to be able to interact with the computer.**

### **Book Signing**

Following the talks, Gary will remain on hand to sign books for those who care to purchase them. A single, six foot long table will be sufficient as a minimum. The book signing is best held in the same space, or just outside, from where the talk is delivered. Cash, checks, and major credit cards are accepted.

### **Intro / Outro**

Gary will provide text for the introduction. The introducer should plan to come back at the end with a final thank you, and to remind attendees of the book signing and where it is located.

### **Timing**

Gary will arrive approximately one hour prior to the presentation to ensure that technical stuff is working, to set up the book tables, and to have a few minutes of quiet time (and juggling warm up!) prior to the talk. Please be sure to provide clear information on the exact location where he should arrive.

**Payment**

Payment of all fees and expenses will be paid in a timely manner, in no less a period than 10 days from presenters submission of an invoice for fees and expenses.

**Cancellation**

If presenter cancels engagement, or fails to appear as agreed, all fees paid in advance shall be returnable to DMEC Long Beach Chapter and unpaid fees are voided. If DMEC Long Beach Chapter cancels this agreement, and the date is not resold, the following scheduled percentage of the fee will be in effect at the time of written notification:

0-14 working days or less prior to the scheduled engagement = 100%

15-30 working days prior to scheduled engagement = 75%

31-60 working days prior to scheduled engagement = 50%

120 working days prior to the scheduled engagement = 25%

Please complete and sign this contract and email or fax (415.491.4363) to Gary Karp. Please retain a copy for your files.

**Presenter Name:** Gary Karp

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

DMEC Long Beach Authorizing Signature: \_\_\_\_\_

**Name** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_