

ABC Orgaination

CONTRACT FOR TRAINERS

1. AGREEMENT

This Agreement is a contract for training services between ABC Organisation [Contact person: Josephine Bloggs] and Ace Trainer ...

2. COMMISSION

Wednesday, 19th February 2003 **Charity Accounts**
(9.00am – 4.30pm)
Meadow Community Centre, Wise Lane, West Drayton.

Modification to the agreed contents of the training may only be made following agreement between the Trainer and the organisation.

3. FEES/EXPENSES

The fee payable by the organisation will cover the following:-

- Preparation and delivery of the course - £xxx per day
Plus traveling expenses and course material/handouts

4. CANCELLATION/POSTPONEMENT

The organisation reserves the right to cancel training courses. In the event of such courses being impossible to reschedule, no fee will be payable for that course by the organisation if 10 days notice has been given to the Trainer. If cancellation is less than 10 days prior to the date of the course the organisation will pay 30% of the fee, and if cancelled on the day of the course the full fee will be payable.

5. SUBSTITUTES

The Trainer may provide an alternative Trainer of a standard acceptable to the organisation's contact person.

If for reasons of ill health, accident, or other personal circumstances the Trainer is unable to deliver the course or provide a substitute, the organisation may withhold payment or part-payment of the fee.

6. TAX AND NATIONAL INSURANCE

The parties acknowledge and agree that this is intended to be a contract for services and not a contract of employment.



Signed: **Date:**

(Trainer)

Signed: **Date:**

(On behalf of ABC Organisation)