

**THE ANGLICAN CHURCH  
SOUTH AFRICA  
DIOCESE OF CHRIST THE KING**  
Bernard Mizeki Centre, Zonnebloem Estate,  
Cambridge Street,  
Cape Town. 8001–7299.  
South Africa.

9<sup>th</sup> of December 2013

## CONTRACT AGREEMENT

**This letter of Agreement is made and entered into between [Removed] (hereinafter referred to as the “Speaker/performer”) and The Anglican Church, Diocese of Christ the King South Africa (Herein referred to as the “Presenter”)**

**The contact person for matters of this agreement is Thabo Makgoba (Archbishop) Presiding Minister of The Anglican Church, Diocese of Christ the King South Africa who will act as agent for the presenter.**

***Theme: 'Surpassing your limits: Attaining the unattainable'***

**Host: The Anglican Church, Diocese of Christ the King South Africa**

**Contact: Thabo Makgoba (Archbishop)**

**Guest Speaker: [Removed]**

**Function: Christ the King Seminar 2013**

**Date: 8<sup>th</sup> – 10<sup>th</sup> of January 2013**

**Speaking Date: 8<sup>th</sup> – 10<sup>th</sup> of January 2013**

**Location: Bernard Mizeki Centre, Zonnebloem Estate,  
Cambridge Street,  
Cape Town. 8001–7299  
South Africa.**

**Audience Size / Demographics: 1000**

**Time Table / Duration of entire event:**

**8<sup>th</sup> of December 2013 – *Approximately* \_\_\_\_\_ **4:15 pm**  
**– 7:15 pm****

**9<sup>th</sup> of December 2013 – *Approximately* \_\_\_\_\_ **5:30 pm**  
**– 7:45 pm****

**10<sup>th</sup> of December 2013 – *Approximately* \_\_\_\_\_ **4:30 pm**  
**– 6:00 pm****

***Any additions or revisions to the timetable must be requested and approved in writing.***

**OTHER ENTITLEMENT:**

**Recommended Attire:** Business / Business Casual

**Travel Expense:** *Presenter will provide First Class air ticket for Speaker and one accompanying person.*

**Work Permit:** *Work Permit to be taken care of by Speaker.*

*Presenter will provide ground transportation to and from the Cape Town International Airport.. Note: The Anglican Church of Southern Africa is the Presenter.*

**Accommodations:** *Room(s) with a king-size bed, non-smoking with late arrival guaranteed PLUS meals.*

**Hotel:** *Two standard room(s) at the Cape Royale for 3 nights.*

**PAYMENT TERMS AND CONDITION:**

**Payable to:** *Speaker/Performer*

**Speaker Fee:** *\$23,000.00 USD– Plus expenses as*

*outlined above.*

**Deposit Fee: \$11,500.00 USD– To be paid as soon as necessary travel documents are procured.**

**Balance: \$11,500.00 USD**

**Fee Notes:** Deposit will be issued out as wire transfer, bank deposit or check (Speaker will provide necessary information) and balance will be paid in cash or as preferred, upon arrival.

**AFirstClassair ticket will be provided for the Speaker/performer by the Event Organizing Committee withalso includes accommodation and feeding.**

**PLEASE NOTE:** The first part payment of your Speaking/performance fee will be made to you as soon as you obtain your relevant travel documents and work permit.

**This is to ensure readiness on your part. The management would not want to undergo any loss for paying Speaker/Performer travel documents if the engagement is not a priority to Speaker.**

**The management hereby in its effort to ensure a memorable event appeal to speakers to be steadfast and be committed to the Church during the process and duration of this contract in order for this event to run smoothly as planned.**

**Rationale:** *The above action is to ensure readiness of the Speaker/Performer and mitigates the Presenters loss of revenue should Performer and/or required documentation not be provided in completion in a timely manner. The management of The Anglican Church has hereby laid down these rules for Speaker/Performer to abide by these principles, If speaker/performer should void this agreement in any form, he/she will forfeit the deposit in the above said amount and be terminated from said contract with a written explanation to the purported offending party as to cancellation of this signed agreement.*

**IN WITNESS THEREOF** the Speaker/performer and the Presenter have examined the forgoing provisions and have executed this agreement as of the dates shown below

**The above conditions are accepted by me**

**Speaker: [Removed]**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Host: Arch Bishop Thabo Makgoba**

**Authorized Signature:**

*Ed Smart*

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Ed Smart

President, Event Organizing Committee

For: The Anglican Church, Diocese of Christ the King South Africa.