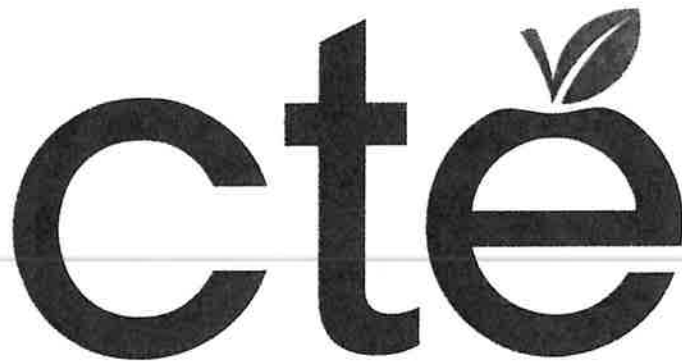


CENTER FOR TEACHER EFFECTIVENESS

cc: Jeani Gollibue National Time To Teach Trainer

cc: Latishia Sparks, Programs and Partnerships



**CENTER FOR TEACHER
EFFECTIVENESS**

Signatures

Signature binds both parties under Terms of Agreement above. **BE SURE TO:** **1)** complete all fields, **2)** INITIAL Payment of In-Service Fee paragraph, **3)** sign as the Representative in the lower right hand corner ("circled").



Richard Dahlgren, President & CEO
Center For Teacher Effectiveness

KEDC Lexington Location Designee or Representative-Date
(Not needed if using a PO. Mandatory, if not)

Read, sign, and fax, or scan and email back pages 1-3 immediately to save the training date!

*Please fax or scan and email back ALL PAGES 1-3,
but not the cover pages.*

Fax: 800-801-1872

Or

Scan and email:

info@timetoteach.com

Terms of Agreement – Your Commitment (continued)

KEDC Lexington Location agrees the training will be for practicing teachers. Any and all staff in attendance understand that only a Center for Teacher Effectiveness/Time To Teach certified trainer can present, teach, or lead Center for Teacher Effectiveness/Time To Teach trainings, this includes **KEDC Lexington Location** staff leading trainings or book studies with any educators who did not take the initial course.

LS
initial

Materials

*Training materials cannot be resold after being purchased from The Center For Teacher Effectiveness.

Provide the complete shipping address for the training materials:

Latisha Sparks – KEDC Lexington Location
904 Rose Road
Ashland, KY 41102

Contract or Purchase Order? Choose either option 1 or 2 below:

1) Our designee will sign this contract, and it will stand as our agreement together Yes No
The designee signature is below, at the bottom of this page.

Or,

2) We will, instead, use a purchase order for the full amount of this training Yes No

Purchase Order # IS 2001
Amount of Purchase Order (must equal **Total Due** on previous page) 2,621.50
Signature of person completing this section Latisha Sparks

Payment of In-Service Fee

Payment is expected at the **conclusion - on the day of the seminar**. We are unable to conduct this in-service if you cannot meet these terms. Please initial below indicating that a check for the **\$2,621.50** will be rendered on the day of the seminar, **Tuesday, July 23, 2019**. All applicable sales and use tax will be applied to final invoice.

***Check should be made payable to The Center For Teacher Effectiveness and given to Jeani Gollihue at the conclusion of the seminar.

LS
initial

*In the unlikely event that Jeani Gollihue is unable to perform this in-service, **KEDC Lexington Location** is relieved of any and all of the expenses outlined above.

Center for Teacher Effectiveness



CENTER FOR TEACHER
EFFECTIVENESS

Email Transmittal

Urgent

Urgent

Urgent

To: Latisha Sparks

From: Dr. Aaron Dahlgren, Center For Teacher Effectiveness

Dear Latisha Sparks:

We are looking forward to working with your staff!

When you sign and fax this contract back, we will save the training date for you! Please note that you have an option to either sign and send this contract back, **or** supply a purchase order # for the full amount of this contract, and sign and fax back. Both options are found within this document, and we will honor either choice. Please note that we do not ship the materials needed for this training until we receive this signed contract, or we receive the PO # with signature and initial (also in this document).

Jeani will deliver a very memorable, powerful, and highly useful day for you and your teachers. She is a highly rated trainer!

Yours in education!

Warm Regards,

A handwritten signature in black ink that reads 'Aaron Dahlgren'.

*Dr. Aaron Dahlgren, VP, Director of National Training
Center For Teacher Effectiveness*

(Tel) 208-772-0273 and (Fax) 800-801-1872