



Established 1994

PO Box 1100
Nevada City CA 95959
(530) 265-2725 talk/text
(530) 432-3801 fax

**The Whole Bead Show Inc Oakland CA 2018
Teacher Contract**

8 hour classes may be scheduled:

Thursday 9am-5pm
Friday 9am-5pm
Saturday 9am-5pm
Sunday 9am-5pm

4 hours classes may be scheduled:

Thursday 9am-1pm, 2pm-6pm, or 6pm-10pm
Friday 9am-1pm, 2pm-6pm, or 6pm-10pm
Saturday 9am-1pm, 2pm-6pm, or 6pm-10pm
Sunday 9am-1pm or 2pm-6pm

Whole Bead Responsibilities

- We will provide a classroom or area with chairs and undraped tables
- We will advertise classes on website, Facebook, and other promotions
- We will charge a per/student fee to cover room rental and administration costs. We are not looking to make a profit on classes.
- We will pay you for your class fees/kits within two weeks of show's end
- Any teacher earning above \$600 in fees/kits (excluding Whole Bead fees) will receive a 1099. Please include your social security number and address on the contract.

Teacher Responsibilities

- Additional lighting
- Tools and special items needed for class
- Top priority will be given to those booking a sleeping room in the Oakland Marriot City Center for each day teaching. We are required to guarantee a certain number of booked rooms per night at the hotel or we will need to pay attrition so this really helps us keep costs low.
- Post information about your class(es) on FaceBook, your website, and any other places that you communicate with your customers, include directions on how to sign up
- Email information about your class(es) to your customers, include directions on how to sign up

Please return contract to The Whole Bead Show Inc by 3/31/18

PO Box 1100, Nevada City CA 95959
(530) 265-2725 talk/text, (530) 432-3801 fax
alex@wholebead.com

Signature

Date

**The Whole Bead Show Inc Oakland CA 2018
Teacher Contract**

Name:	Company:		
Phone:	Email:		
Address:			
City:	State:	Zip:	
SSN:			
What days do you prefer to teach: Thursday____, Friday____, Saturday____, Sunday____			

Marriott Oakland City Center Hotel: Sgl/Dbf \$159/night +tax, Trip \$169/night +tax, Quad \$179/night +tax			
Check-in____	Check-out____	Special Instructions:	
Name on Room:			
Credit Card Number	Vcode:	Exp:	Zip:

Title:	
Description (the more descriptive the better and please send photos):	
Skill Level: Beginner____, Intermediate____, Advanced____	
Length: 4 hours____ or 8 hours____	Class Size: Minimum____ Maximum____
Instructor Fee Per Student:	Kit Fee:
Special Instructions, including anything student needs to bring with them:	

Title:	
Description (the more descriptive the better and please send photos):	
Skill Level: Beginner____, Intermediate____, Advanced____	
Length: 4 hours____ or 8 hours____ Class Size: Minimum____ Maximum____	
Instructor Fee Per Student:	Kit Fee:
Special Instructions, including anything student needs to bring with them:	

Title:	
Description (the more descriptive the better and please send photos):	
Skill Level: Beginner____, Intermediate____, Advanced____	
Length: 4 hours____ or 8 hours____ Class Size: Minimum____ Maximum____	
Instructor Fee Per Student:	Kit Fee:
Special Instructions, including anything student needs to bring with them:	

Title:
Description (the more descriptive the better and please send photos):
Skill Level: Beginner_____, Intermediate_____, Advanced_____
Length: 4 hours_____ or 8 hours_____ Class Size: Minimum _____ Maximum_____
Instructor Fee Per Student: Kit Fee:
Special Instructions, including anything student needs to bring with them: