

**National Garden Clubs, Inc.
Landscape Design Schools**

INSTRUCTOR'S CONTRACT*

Series _____ Course _____ or Refresher Event _____

I, _____ agree to teach _____
(Instructor's name) (Subject)

on _____ at _____ at _____
(date) (time) (location)

for a fee of \$ _____ or \$ _____ per hour for a maximum of _____ hours.

Total mileage expense (if applicable) \$ _____ Exam required: _____

Other expected expenses \$ _____ for _____

I understand that I must submit a detailed outline of my presentation suitable for duplication for the students at least six weeks in advance of the course date, including the exam if one is required. The exam is to be approved by National Garden Clubs, Inc.'s Landscape Design Schools Instructors' Chairman.

My presentation will require e.g. microphone, projector, screen, blackboard:

Name _____

Address _____

City _____ State _____ Zip _____

Phone (_____) _____ Cell Phone (_____) _____

E-mail _____ FAX (_____) _____

Signed _____
Instructor Date

Approved _____
Local/State LDS Chairman Date

**The NGC Instructors' Chairman must approve instructors to teach the subject before a contract is signed.*