

Sharon Schamber 928-474-9143  
1304 W. Stirrup Way  
Payson AZ 85541

## Request for Booking Sharon Schamber

This is a letter of understanding.  
Not to be used as a contract.

### BOOKING GROUP OR ORGANIZATION:

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Membership size

Specific Dates Requested

Primary Contact

Phone E-mail Fax

Address

State Country Zip

Secondary Contact

Phone E-mail Fax

Address

State Country Zip

Tentative classes/lectures requested:

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### TRANSPORTATION INFORMATION:

By Air:

Flight will be booked by Schamber Quilts (Gene) and will be booked at least six weeks prior to the engagement, The group or organization will be e-mailed the itinerary not less than two weeks prior to the date of the engagement.

By Auto:

When required by large amounts of quilts (Trunk Show) or a venue in close proximity to our studio location, Mileage will be paid at the IRS current rate, \$.405 per mile in 2005. The rate will change each year. If Sharon chooses to drive instead of fly to other locations, the lesser of flight or driving cost will be paid. For groups sharing a time frame it is the responsibility of those groups to reconcile those costs.

PER DIEM:

Groups or organizations are responsible for meals and lodging during the term of the contract. This includes the night before and the night after.

### I DO NOT SEND SAMPLES

Do to loss, I can no longer send quilts out as samples.

For each of the workshops, lectures or trunk shows, Sharon will Provide:

1. Workshops and classes, a class description, supply list, and a color picture of the project or technique.
2. For lectures a description of the presentation, list of needs (Quilt stands-projection equipment, etc.).
3. The artists biography and other information is available From the Web site. [www.sharonschamber.com](http://www.sharonschamber.com)