

Event & Workshop Rider

Presentation Requirements

- Audio-Visual Equipment:
 - Wireless microphone (lapel or headset preferred).
 - High-quality sound system compatible with presentation audio or video.
- Stage Setup:
 - A well-lit stage or speaking area.
 - Small table or podium (if requested in advance).
- Tech Support:
 - On-site AV technician available for testing and troubleshooting during setup and the event.

Event Schedule and Logistics

- Arrival and Setup:
 - Access to the venue at least 60 minutes prior to the event start for soundcheck, AV testing, and setup.
- Speaking Time:
 - Dr. Ramey will arrive prepared for the agreed-upon session length. For sessions exceeding 90 minutes, please provide a brief intermission.
- Post-Presentation:
 - If a Q&A session is included, a moderator or host should facilitate audience questions.
 - Meet-and-greet opportunities, book signings, or additional sessions can be coordinated in advance.

Travel and Accommodations

- Travel Arrangements:
 - If travel is required, all transportation costs (flights, mileage, car rental, etc.) will be covered by the event organizer.
 - Ground transportation to and from the event venue.
- Accommodation:
 - For events requiring an overnight stay, a hotel room at a reputable venue should be arranged. Preferred accommodations include a quiet, non-smoking room.

Materials and Promotion

- Event Marketing:
 - High-resolution images, biographies, and approved promotional materials will be provided upon request.
 - Dr. Ramey is available for promotional interviews, podcast appearances, or social media engagements if requested in advance.

Fees and Payment

- Honorarium/Fees:
 - Speaking fees and terms will be outlined in the official agreement.
- Payment Terms:
 - A 50% deposit is required upon booking to confirm the engagement, with the remaining balance due within 14 days after the event.

Questions?

For further details or to customize the event rider to meet your event's unique needs, please contact Dr. William Ramey directly at wbramey03@gmail.com