



Doug Kelley, CH, CSL
Empowering the Human Spirit

Doug Kelley... One of the Best-Kept
Secrets in the Speaking/Training World
(but we're trying to change that!)

Doug Kelley CH, CSL is the Founder and President of Kelley Training Systems, Inc. He is a Certified Seminar Leader and brings to the table Real-World business and life experience which he presents in fresh and meaningful ways. His "think-for-yourself" perspective has helped over 10,000 managers, employees, and others to literally re-think their approach to communication and leadership as well as to embrace more effective techniques. He has a way of cutting through the meaningless to show the meaningful and core essence of any given issue or situation. Doug is very personable, and creates a safe learning environment that allows attendees to shine. Why not experience the "Doug-Effect" yourself?



People Skills
Assertive Leadership Skills
Managing Difficult Employees
World-Class Customer Service
Assertive Communication Skills
Basic & Advanced Management Skills
Workplace Relationships & Team-Building (Diversity Training)

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What Are People Saying About Doug Kelley?



- "Engaging!"
- "Dynamic!"
- "Upbeat!"
- "Inspiring!"
- "Encouraging!"
- "Thought-Provoking!"
- "Personable!"
- "Professional!"
- "Passionate!"
- "Motivating!"
- "Knowledgeable!"
- "Great Communicator!"

"Doug, you have an awesome grasp on the concepts which was evident by the way you gave examples and modeled conversations. Thank you! What a great Communicator!"

—Vera Miller, Senior Training Manager, Discover Card, Phoenix, AZ

"Mr. Kelley is a dynamic speaker who does an excellent job capturing the attention of the room."

—Ben Grisinger, HR Manger, Dover, DE

"Very good seminar because you, Mr. Kelley, love what you do and it shows!"

—Tiana Smith, Dental Assistant, Norfolk, VA

"On a scale of 1 to 10, Doug Kelley is a 20!"

—Janet Jones, CS Mgr., Fredericksburg, VA

More Evaluations and Videos are
Available at:
www.DougKelley.com

"Doug left me with a positive feeling running through my veins. He's infectious! It would be great to have him just walk around my company and talk to everybody. Hello positive reality check!"

—Ben Strader, Client Services, Hoover's Online, Austin, TX

"Doug was as close to perfect as I would say is possible. Great job!"

—J. Mark Gill, Manager, Lacks, Killeen, TX

Why Choose Doug as Your Next Speaker?

My personal and professional mission as well as my life's work is:

"To empower the human spirit by helping others to overcome self-limiting mindsets and behaviors, and thereby find more meaning, success, and happiness in life and career."

In other words, I succeed by helping others (such as you!) to succeed; I help people to get past the things that hold them back. I am a "Mind Stretcher;" I endeavor to broaden the individual perspectives of my audience members that will ultimately help them to make positive changes in their personal and professional lives. This means that I take my work and your satisfaction very seriously, always knowing that my good reputation (and yours) is on the line.

Although we all need money to live, I do not do what I do for the money; I do it because I love what I do. And this attitude comes through in my commitment to working with you and helping you to attain your training goals. I have the personal and professional background experience that it takes to help people make positive life and professional changes. With well over 20 years of speaking and coaching experience with hundreds of audiences and thousands of people across the U.S., Canada, and Puerto Rico, I am very good at what I do. I also am very good at connecting with my audiences by creating a safe training environment that encourages participation and growth, but at the same time, I am not afraid to address tough issues directly and kindly.

Another good reason to work with me is this: I don't always accept every booking offer that comes along. This means that I will be honest with you as to whether I'm the best trainer for your event. After discussing your training goals, if I don't feel that I will be a good fit for your organization or event, I will politely decline and refer you to another speaker. Just as I teach in my workshops, we both must win if we are to work together.

And... I'm easy to work with! I will do my very best to make you look good for hiring me. If you look good, then I look good. And just maybe, you'll invite me back to speak or train again! If you are looking for a seasoned and experienced speaker/trainer, then please contact me so we can discuss your training needs.

SPEAKING / TRAINING ENGAGEMENT AGREEMENT

For Continental United States

(Please **Print** Clearly and Fill Out Completely)

CLIENT INFORMATION

Organization: _____ Website: _____
 Contact Person: _____ Title: _____
 Contact E-Mail: _____ Phone: _____ Primary
 Physical Address: _____ Cell #: _____ Primary
 City, State, Zip: _____ Fax: _____
 Billing Contact: _____ Title: _____
 Billing Address: _____ Phone: _____
 City, State, Zip: _____ Fax: _____

EVENT INFORMATION

(Use additional sheet of paper if necessary)

	Date	Location (City, State)	Topic	No. of Attendees*	Program Type	Program Length
1					<input type="checkbox"/> Workshop <input type="checkbox"/> Breakout <input type="checkbox"/> Keynote/Talk	
2					<input type="checkbox"/> Workshop <input type="checkbox"/> Breakout <input type="checkbox"/> Keynote/Talk	

* Please fill in if known. Approximate figures are fine.

TERMS AND PROVISIONS

This agreement between Doug Kelley, Kelley Training Systems, Inc. (Speaker) and Organization above (Client) is for professional training/speaking services to be rendered on the dates and times shown above, and includes the following Terms and Provisions:

PROFESSIONAL FEE

One Day (up to 6 Hours): \$2,600 (includes all expenses—see below). This may be a full/partial training day or keynote.
 Successive Day(s) (up to 3 Hours): \$1,500 each day (must be subsequent and consecutive training day(s) following an initial paid day above).
 Successive Day(s) (up to 6 Hours): \$2,000 each day (must be subsequent and consecutive training day(s) following an initial paid day above).
 Non-Active Days: \$1,000 each day, plus hotel (a non-active day is a non-booked “dead” day sandwiched between 2 or more paid speaking/training days due to program timings, inclement weather that delays a meeting, etc.).
 In-Florida: \$2,300 for up to 6 hours (includes all expenses—see below). Successive day: \$2,000. This discounted fee is available to any firm located within 350 miles of Punta Gorda, Florida.

EXPENSE EXCEPTIONS

The Professional Fee above includes one night of hotel accommodations per paid training day, airfare, all meals, all transportation costs, and all personal/incidental expenses. The following exceptions may apply under certain conditions:

AIRFARE: Speaker must be booked at least 14 days prior to event. Client agrees to reimburse Speaker any additional airfare costs if less than 14 days. Invoice is due upon receipt.

HOTEL: Certain high-cost areas of the U.S. (such as Manhattan) may result in a slightly higher Professional Fee. Client also agrees to reimburse Speaker for the cost of any additional night’s stay due to program timings, inclement weather that delays a meeting, non-active days, or any non-Speaker related reason. Invoice is due upon receipt.

PAYMENT TERMS

PROFESSIONAL FEE: Upon signed acceptance of this agreement, Client will be invoiced for 50% of Professional Fee, which is due upon receipt as a retainer. The balance will be *due and payable on the final day of the engagement*. This arrangement allows the Speaker to lock and hold the date, as well as to begin work on Client's program. Event date(s) will be held for seven days after the invoice is sent, and then guaranteed when Speaker receives the retainer. A confirmation e-mail will be sent. Please make checks payable to Kelley Training Systems, Inc.

PRE-PAYMENT DISCOUNT: Client may choose to remit the full fee with the first invoice and deduct \$100 as a pre-payment discount.

Yes, we would like to take advantage of the Pre-Payment Discount.

EXPENSES: Outstanding expenses (if any) will be invoiced upon the conclusion of the program. Payment is due upon receipt.

GOVERNMENTAL AGENCIES: Speaker will strive to work with your payment procedures. Please discuss with him personally.

CANCELLATION / POSTPONEMENT

Once a date is locked, Speaker incurs commitments of time and resources on Client's behalf, well in advance of the program date. Because a cancellation or postponement causes losses, either through time and resource expenditure or because of turning down other engagements for this date, Speaker has found it necessary to include the following Client cancellation fees, which are due and payable immediately upon cancellation (Cancellation Fees are not in addition to Professional Fees):

0 - 90 days prior to event:	100% of Professional Fee
91 - 120 days prior:	75% of Professional Fee
121 - 180 days prior:	50% of Professional Fee
181 - 365 days prior:	25% of Professional Fee
365+ days prior:	0% of Professional Fee

POSTPONEMENT: If the event is postponed and rescheduled to occur within 30 days of the original event, then 75% of the Professional fee will be applied to the new date, subject to Speaker availability. If the event is rescheduled to occur 30 days to one year after the original date, then 25% of the Professional fee will be applied to the new date, subject to Speaker availability. After one year, 0% will be applied. Client agrees to reimburse Speaker for any costs resulting from changes to travel plans due to postponement. Postponement fees are due immediately upon postponement.

MULTIPLE POSTPONEMENTS: In the event of a second postponement, Client agrees to forfeit any Professional Fees due and/or paid. In such event, the current Speaking / Training Engagement Agreement will be considered fulfilled and a new Agreement will be executed for any future program date at Client's option.

MAJOR DISASTERS: In the event of a major disaster or act of nature that prevents Client from holding the program, or prevents Speaker from arriving (e.g., airport is closed), 50% of Professional Fee will be applied to new date without time period restriction. Cancellation and postponement terms apply once a new date has been booked.

SPEAKER'S FAILURE TO APPEAR: Failing to appear is a "cardinal sin" for a speaker. Therefore, Doug Kelley has never cancelled an engagement, been late, or failed to appear for an engagement. In this unlikely event, Client will receive a full refund of any fees submitted.

CUSTOMIZATION

Speaker will work closely with Client to customize presentation as needed. Speaker will e-mail a Pre-Program Questionnaire after this agreement is accepted to help Speaker deliver exactly the program desired. Client agrees to complete the Questionnaire and return via fax or e-mail within seven days. This will allow Speaker to begin working on the program immediately. The Questionnaire may also be accessed at www.dougelkelly.com/seminars/ppq.pdf.

PRESENTATION FORMAT

Presentation will be an appropriate mix of instruction, motivation, inspiration, exercises, and/or role-playing activities as determined by Speaker, unless otherwise advised by Client. Program will include a PowerPoint presentation unless otherwise advised by Client.

HANDOUTS / WORKBOOKS

Speaker will customize handouts/workbooks as required and e-mail a master to Client in Adobe PDF format at least 14 days prior to event. Client agrees to print out a handout/workbook for each attendee. Speaker recommends binding the handouts/workbooks in a 3-ring binder, comb binding, or similar.

AUDIO/VISUAL RECORDING

Speaker encourages professional audio and/or video recording of his presentations with advance notice. Speaker consents to audio/visual recording for a fee of \$500 provided that 1) it be done by a professional technician, 2) Speaker receives the master within 30 days of presentation, and 3) recording is used by Client's internal staff only and may not be sold or distributed otherwise. Any other type of non-professional audio/video recording is prohibited without written permission of Speaker. Speaker reserves the right to record the presentation. We intend to record this program: No Audio Video Both.

INTELLECTUAL PROPERTY

All information presented (including any workbooks/handouts) is the intellectual property of Doug Kelley and copyrighted by Kelley Training Systems, Inc. unless otherwise noted by Speaker. All information presented is intended for one-time use by Client unless otherwise agreed and is not to be copied or distributed other than for the purposes of the program.

PROFESSIONAL-GROWTH RESOURCES

Speaker may choose in some cases to make certain professional-growth materials available for purchase at event. Speaker limits any mention of resources to two minutes or less.

COACHING

Speaker is available for additional individual or group coaching, as well as general consulting before, during, and after the event, either in person or by telephone. Coaching Fees are \$100 per hour per person (minimum of four hours per person). A separate Coaching Agreement is required for any coaching. Please visit www.dougelley.com/coaching.htm or call for more information.

We have _____ managers/employees we want the Speaker to coach.

EQUIPMENT / ROOM SETUP

Please visit www.dougelley.com/seminars/avroom.pdf for complete information on Equipment and Room Setup.

ADDITIONAL PROVISIONS AND/OR AMENDMENTS

First Day Fee: \$ _____; Successive day(s) Fee: _____ day(s) at \$ _____ each day; Total: \$ _____.

AGREED AND ACCEPTED BY:

_____ Date _____
Client Authorized Signature

_____ Title _____
Print Name

- Please fax this signed agreement to Doug Kelley at 941-876-6607 as soon as possible. No cover sheet is necessary.
- Please do not hesitate to contact Doug at 941-740-2900 with any questions.
- Doug is looking forward to working with you!