

Chadwick Walenga
Standard Ministry Agreement

This document confirms and details the Ministry Agreement between Chadwick Walenga. and _____ (“Sponsor”).

Chadwick Walenga is an independent contractor. All finances (honorariums, CD sales, etc.) are set by and controlled by Chadwick Walenga. Chadwick is paid based on agreed upon arrangements with the sponsor. Any questions with regard to the Ministry or its finances may be directed to Chadwick (chadwickwalenga@gmail.com).

1. **Mission & Values Statement:** Sponsor (particularly the individual who is overseeing the ministry time in which Chadwick is involved) agrees to review the “Mission & Values Statement” as included on the www.yadaom.wordpress.com web site.

2. **Standard Ministry Schedule:** Sponsor is aware that Chadwick is sent out for a maximum of two (2) or three (3) calendar days (not including travel time). Any portion of a day counts as a full day. Generally, Chadwick is accompanied by his fiance' Amy. The honorariums below have been set based upon this ‘standard ministry schedule’. On occasion we are open to discussing ministry that involves additional days at an increased or negotiated fee basis.

3. **Honorariums:** The honorariums have been set based upon meeting the needs of the Ministry. (Please indicate your preference by initialing “one” below.)

4. **Time Honorarium**

Initial One

_____ 1 day \$500

_____ 2 day \$750

_____ 3 day + honorariums for events that are 3 days (including International events) are determined by Chadwick and Amy.

5. **Payment:** All fees shall be paid by Sponsor in US funds. A non-refundable deposit of \$250 made out to “Chadwick Walenga” shall accompany this signed Agreement. The remaining balance of the honorarium, shall be payable to “Chadwick Walenga” and given to Chadwick or Amy the day of the event.

6. **Meetings/Services:**

Date(s) of Event : _____

Meeting Times : _____

Length of Meeting : _____

Est. Attendance : _____

7. **Other Meetings/Services Information:** In the space below, please note any further information that you would like us to be aware of in advance; include any and all information you want displayed on our website schedule.

8. Sponsor Information:

Pastor/Leader _____

Contact Person _____

Sponsor Church/Event Location _____

Address (please include city, state, zip code)

Office/Main Phone _____

Mobile Phone _____

Fax _____

Email _____

Website _____

Address of Venue - please include city, state, zip code (if different from above)

9. **Expenses:** Sponsor agrees to provide and pay for all round-trip airfares, ground transportation/rental cars, equipment transportation or rental charges, meals, hotel accommodations, and any other expenses occasioned by the ministry time, for all ministry participants, including Amy Oberlin.

10. We consider it very important that appropriate hotel accommodations be provided such that all ministry participants have an environment that is conducive to proper rest. In rare instances, accommodations in host homes may be required. Such arrangements must be approved in advance. We will ask that the sponsors book airfares. Hotels should be arranged for on a 'direct bill' basis. Other expenses will be billed to the Sponsor subsequent to the ministry time.

11. **Travel Arrangements:** Sponsor further agrees to coordinate all travel arrangements through Chadwick Walenga.

12. **Sound Equipment:** After Sponsor has confirmed the event with Chadwick Walenga, they will receive the “Sound & Equipment Rider” for requirements in this area. Any changes to the requirements on the “Rider” must be approved - in advance – by Chadwick (231.414.3174 or chadwickwalenga@gmail.com). Chadwick will contact Sponsor directly 1 month prior to the ministry date.

13. **Recording (Audio or Visual):** Sponsor acknowledges that Chadwick will allow the Sponsor the rights to utilize “recordings” (audio or video) of Chadwick's singing or teaching as contracted for in this Agreement.

14. **Sale of Merchandise:** Sponsor agrees to provide two 6 or 8 foot tables and 2 volunteers per table to oversee the sale of Chadwick’s merchandise both before and after each of the meetings. (The tables will preferably be logistically separated to allow for a minimum of congestion). For larger venues additional tables might be needed. The only products to be sold will be Chadwick's merchandise (to be sold for cash and credit only). Sponsor agrees not to charge Chadwick or take a % of the sales. Sponsor also agrees to make announcements at each meeting as to the availability and location of the merchandise. Finally, Sponsor agrees to mail unsold CD’s back to: Chadwick Walenga 1585 E Clinton Lane, White Cloud, Michigan 49349.

15. **Promotional Material/Advertising/Pictures/Radio Spot:** Sponsor understands that Chadwick is very sensitive to how his name and picture are used. We abhor any “hype”, “flowery adjectives”, and other unsubstantiated writings designed to draw crowds, etc. Our standard is: “absolute truth.....always!” Sponsor is directed to www.yadaom.wordpress.com, click on the Booking tab and go to the “promotion” page to procure pictures and other information suitable for promotional purposes.

16. **Cancellation Clause:** Sponsor agrees to pay Chadwick Walenga the full balance of the minimum honorarium for a cancellation by Sponsor within 90 days of the ministry date. Sponsor agrees to pay one-half of the remaining balance if the cancellation occurs in excess of 90 days before the ministry date.

17. **Entire Agreement: Amendments in Writing:** This Agreement constitutes the entire understanding and Agreement between the parties with respect to the scheduled ministry dates and supersedes any prior agreements. This Agreement may be amended only in writing, signed by Sponsor and Chadwick Walenga.

In a spirit of Christian brotherhood, this Agreement is entered into by the parties for the express purpose of establishing good communications and mutual understanding. The Sponsor’s signature below acknowledges his/her agreement with all of the information contained herein.

This Agreement is not confirmed until it is signed by Sponsor, a \$250 deposit received and it is accepted by Chadwick Walenga.

Sponsors Signature

Date

****Please mail the signed ministry agreement with the \$250 deposit to:**

Chadwick Walenga
1585 E Clinton Lane
White Cloud, MI 49349

****You can also scan this ministry agreement and email it to chadwickwalenga@gmail.com.
PDF files are preferred**

Contact us for other payment options such as PayPal and bank wire transfer.