# SOP 11 - DEMONSTRATOR CONTRACT TERMS FOR NATIONAL SEMINAR

1. The IWG Seminar is a two-day event and demonstrators are expected to provide six demonstrations over the two days, based on three different projects, each repeated once.
2. The fee for each 90-minute session will be set by the Executive Committee.
3. Fees will be paid in Euro, but, if required, can be paid in another currency by request to the Seminar Co-Ordinator, at the rate of exchange appertaining on the Monday prior to the seminar.
4. Unless otherwise agreed with the Seminar Co-Ordinator, travel expenses will be based on standard class fares by public transport between the demonstrator’s home and the Seminar venue. Demonstrators should book well in advance and costs will be refunded in final payment on receipt of a copy of the paid invoice, unless an alternative arrangement is agreed with the Seminar Co-Ordinator.
5. The IWG will arrange transport to and from the venue for any demonstrator arriving from another country. The Guild will not pay for car hire.
6. If a demonstrator uses their own transport for part of, or the entire journey, mileage will be paid at an agreed rate set by the Executive Committee.
7. Accommodation and meals will be provided to demonstrators in the venue’s hotel for the duration of the Seminar.
8. The Guild will cover the accommodation and food cost of partners sharing rooms with demonstrators.
9. The Guild will NOT cover the additional cost of partners travel.
10. Demonstrators who are not members of the IWG must provide their own insurance and evidence of such should be supplied to the Seminar Co-Ordinator prior to the event.
11. Demonstrators will, as far as possible, provide their own tools and materials for each demonstration. Any materials that are required and cannot be provided by the demonstrator should be made known well in advance of the Seminar.
12. Demonstrators are expected not to partake in any demonstration work within the island of Ireland in the 12 weeks prior to the Seminar. A foreign demonstrator may remain in Ireland to work immediately after the Seminar, but the Executive Committee may require a proportion of the travel costs to be met by the subsequent employer(s).
13. A demonstrator who wishes to sell products during the Seminar should do so through one of the Trade Stands or pay the Trade Stand fee to sell their self.