

## **PAYMENT POLICY**

This payment policy is written in 'plain english' to ensure clarity and understanding.

It's for use by justadandak.com relating to any parties, organisations, companies or individuals wanting justadandak.com involvement in consulting, training, events and/or speaking/participation at any kind of event/project(s).

The payment policy is simple: 50% up front and 50% upon completion plus expenses (which include transport fares, mileage @ 74c per kilometer, accommodation costs and food expenses if applicable, for example, evening meals before gigs / lunch during gigs etc).

An invoice for 50% of the agreed fee will be issued to you (the client) and needs to be paid in full up front to secure the booking (within the 14 day period as stated on each invoice). If payment is not received justadandak.com reserves the right not to be involved and to release the date for other clients bookings. Upon completion of the contracted services, a further invoice will be issued to you (the client) for the remaining 50% of the agreed fee plus details of any expenses incurred.

In the case of the 'Pay What You Think It's Worth' sessions, an invoice for the full amount will be issued and the 14 day period for payment will be applied.

We understand and will exercise our right to interest and compensation for debt recovery costs if we are not paid according to the above and agreed credit terms / schedule. justadandak.com also reserves the right to add \$200 in additional administrative fees if this course of action needs to be pursued.

That's it folks...

Why aren't all policies this easy?

Thank you in advance for your time and looking forward to working with you.