

Training on Demand Approved Speaker Application Form

Contact Information

Name _____

Title _____

Organization _____

Address 1 _____

Address 2 _____

City, State, Zip _____

Country _____

Phone _____

Fax _____

Email _____

Web-site _____

IAAPA's Training on Demand Program

1. Purpose of the Program

The purpose of the Training on Demand Program is to provide quality training and education to IAAPA amusement facility members at an affordable price. Though primarily aimed at frontline employees, the program can be used to provide training for any grade of amusement employee from front line to executive level staff.

2. Program Execution

Training on Demand works by matching an IAAPA member facility with a qualified and approved IAAPA speaker to design and deliver a training program at the member amusement facility. Member facilities may also group together to organize a training program at an agreed location.

3. Program Arrangements

Participating facilities are responsible for contracting with speakers and for making all payments to speakers. This includes negotiating and agreeing on the speaker fee, travel, accommodation arrangements and all other details. IAAPA strongly recommends that each participating facility obtains a written "speaker agreement" in advance of any program. IAAPA accepts no liability or responsibility for these arrangements or for the failure of the speaker to attend or perform the engagement as agreed.

4. Program Payments

Payments under the Training-on-Demand program will be made under the following schedule:

- a. Primary or "sponsoring facility" is eligible to receive up to US\$1000.00 in training subsidy.
- b. Second and subsequent participating facilities are eligible to receive up to US\$500.00 in training subsidy.
- c. A maximum of US\$2,500.00 may be disbursed for any individual program.
- d. The Training-on-Demand subsidy is to be used to meet the direct training fee only. It may not to be used for trainer's travel, handout materials, accommodation or other costs.

On completion of the training program, the participating facility completes, signs and submits to IAAPA a *Training-on-Demand Payment Authorization Form*. **The contracted speaker must also sign the Training-on-Demand Payment Authorization Form.**

Approved IAAPA Speaker Eligibility Criteria

To be considered to as an approved speaker in the Training-on-Demand program a speaker must fulfill the following criteria.

1. Speaker must be an IAAPA member in good standing and
2. Speaker must be referred by an IAAPA member facility (attach letter of reference) or
3. Speaker must have spoken at an IAAPA education event and received a 3.0 or higher evaluation score
or

Speaker must have spoken at a related industry event (Fun Expo, WWA, etc) attached evaluation or reference from event.

In addition, the speaker must submit or complete the following:

- Application form (see above)
- Photo (JPEG file format is preferred)
- List of programs or subjects taught
- Fee range