



## **Policy on Waiver of Speaker/Lecture Fees**

Speakers, instructors and presenters (“speakers”) engaged by LifeLong Learning at PebbleCreek for programs, classes and events are paid the amount that is agreed upon, in accordance with the terms of payment. Occasionally, speakers advise LLL that they wish to decline or waive an agreed upon fee payment, or that they want LLL to pay their fee as a donation to another party or organization.

The policy of LLL is that speakers will not be requested to waive or forego an agreed upon fee. If a speaker on her or his own behalf indicates that she/he does not want to receive the agreed fee, LLL will document that request and no check in payment of the previously agreed fee will be given. If the check has already been issued, the speaker may write a personal check back to LLL as a donation, or if not issued, the LLL check may be voided. LLL will not, however, pay the speaker’s fee directly to another party or organization. The speaker will be advised to write their own personal check or endorse the LLL check to that party or organization.

*Approved by the LLL Board of Directors August 18, 2017*