

Straighten Up!

Programs

Straighten Up Lunch & Learn \$500

This hour-long lunchtime presentation includes

- Introduction to the 4-point Straighten Up! strategy
- Straighten Up! demonstration
- Q&A

Basic Straighten Up Program \$1500

This half-day facilitated session includes

- pre-session set-up phone consultation
- keynote/wrap-up speeches
- 10 mini-consultations
- strategy cards
- 15-minute phone consultations to participants who request them

Straighten Up Packages \$3750 – 4500 per year

As you well know, straightening up isn't a once-and-for-all proposition. Everyone needs to *stay organized* as well as get organized. A package, with quarterly follow-up and one-on-one help gives your staff the support they need to stay organized.

One-year or three-year programs include

- 1 Basic Straighten Up! Program per year
- 3 Quarterly Roundtables per year (available separately at \$500)
 - This one-hour drop-in session includes
 - facilitated discussion of challenges and successes
 - specific consultant suggestions
 - goal-setting plans for the future
- 5 hrs individual consultation per year (available separately @ \$400/hr)
 - These one-on-one consultations include
 - specific, tailored interventions
 - hands-on training
 - optional subsequent phone consultation/coaching

Straighten Up!

Package Cost Details

The three-year package gives you the best discounts. The one year plan can save you as well. When you choose a package, you can add additional components and consulting hours at the discounted rate. For example, if with your 3-year package you want two Straighten Ups per year, the second one will cost only \$1200 (rather than the standard \$1500).

Three-year package includes:

- 3 Yearly Straighten Up sessions @ \$1200 each (*regularly \$1500*)
Reset, refresh, and renew your staff's organizing system every year
Cost: \$3600 (\$900 savings)

- 9 Quarterly Roundtables @ \$350 each (*regularly \$500*)
Keep organizing on the radar screen with quarterly check-ins
Cost: \$3150 (\$1350 savings)

- 15 Individual consultation hours @ \$300/hour (*regularly \$400/hour*)
Have a bank of consulting hours for those that need special help
Cost: \$4500 (\$1500 savings)

Total cost for three years: \$11250 (cost per year \$3750)
saves \$3750 over the unit price – like getting a year free

One-year package includes:

- 1 Basic Straighten Up! session @ \$1300 each
Cost: \$1300 (\$200 savings)

- 3 Quarterly Roundtables @ \$400 each
Cost: \$1200 (\$300 savings)

- 5 One-on-one consultation hours @ \$350/hour
Cost: \$1500 (\$250 savings)

Total cost for the year: \$4500 *Saves \$750 over the unit price*

Other costs: The Basic Straighten Up program and initial individual consultations happen on-site at your location, and so incur travel expenses (mileage, fares, per diem, lodging). Roundtables and most follow-up individual consultations can be by telephone, thus saving travel expenses.

Standard payment arrangements, refunds/cancellation fees, contracts

Payment:

For single events (Lunch & Learn, basic program, individual consultations), one-quarter of the total fee is due when the event is booked. The remainder is due at the event.

For 1- and 3-year packages, one-quarter of the total fee is due at the signing of the contract. The remainder is due within 30 days of signing.

Refunds and Cancellations:

For a single event (Lunch & Learn, basic program, or individual consultation), if the event is cancelled with less than 48 hours notice, the booking fee is retained as a cancellation fee. If the event is rescheduled within 6 months, the cancellation fee can be applied towards the rescheduled event.

For 1- and 3-year packages, if the Client withdraws from the program before the end of the term, it will receive a refund of the difference between what the Client paid, and the full unit price of what has been delivered.

Contract:

Contact Pam for a draft of the contract between herself and the Client.