

JESSICA KHOURY

Author of Middle Grade & YA Fiction

2021-2022 SCHOOL VISIT POLICIES & FEES

IN-PERSON VISITS

\$300/hr

Maximum 3 per day

Ms. Khoury's in-person presentations are generally an hour long at \$300/hr, with a maximum of three presentations per day. These include Q&A time, and book signing time may be added on at no additional cost, up to 30 minutes. The presentation includes the use of audio-visual aids and a screen with sound and mic must be provided, and a USB port or internet connection. **A teacher or other staff member must be present in the room throughout the duration of the presentation.**

Travel Arrangements

If the school is located **more than 2 driving hours** from Greenville, SC, a hotel for the night prior to the scheduled visits must be provided. If the school is located less than 1 hour away, no expenses will be charged; if more than 1 hours away, gas expenses must be covered by the school; if located more than 5 hours away, round-trip airfare must be provided. (Hotels must not have outside-facing doors and both hotels and flights should be approved by Jessica before booking.) If Jessica is at the school all day, lunch must be provided by the school along with a 30-min break.

*If overnight travel is required, the school **MUST** schedule a minimum of three presentations OR pay Jessica's full-day booking fee of \$900 regardless of the number of presentations given.

Travel Expenses

Travel expenses must be provided to cover the cost of airfare (round-trip from Greenville-Spartanburg International Airport) and hotel stay, with Uber or other transportation made available from the airport to the hotel and school. Bookings may be made either by the school (requiring Ms. Khoury's approval on hotel & flight reservations) or by Ms. Khoury, with receipts sent to the school for full reimbursement.

COVID-19 Policy

All students and staff in the assembly must be fully masked as per CDC recommendations until further notice. Ms. Khoury will also wear a mask and she is fully vaccinated. If Ms. Khoury needs to cancel a school visit or switch to virtual due to changes in COVID-19 spread and/or policies, she will not charge the school (except for a virtual visit fee) nor will she be in any way liable to the school for cancellation costs, including any travel bookings that may have been arranged.

VIRTUAL VISITS

\$100/hr

Maximum 3 per day

Virtual visits include Q&A, discussion, and can be flexible to the class's needs. You may use any online meeting platform, but please arrange for an A/V check about 10 minutes prior to the visit.

BOOK POLICY

Ms. Khoury requests that all students read one or more of her books *prior* to the school visit, as this results in the most enriching experience for the students. If this is not possible, books must at least have been made available to students before the visit. **Book sales** can be arranged in partnership with the school's local bookstore or with Ms. Khoury's publishers, and books can be available at the visit and/or by pre-order forms. Contact her for more info about making sales available; however, sales are not a requirement for her to visit. She will gladly sign copies for students.