



## Information to Host Courses in 2020

**Thank you** for your interest in Contracting a Jones Institute *Strain Counterstrain*<sup>®</sup> course.

Contracting a course with the **Jones Institute Europe** means providing your staff with instruction and education from the Originators of the *Strain Counterstrain*<sup>®</sup> method and techniques. The very best!

### FEES / INVOICING:

**NOTE: All figures quoted are in Euro, all payment made to the Jones Institute Europe is to be paid in Euro only.**

1. The general international contracted course is listed below: **Contracting fee is private negotiation!**

Attendees	Instructors	Information
14	1	Minimum number of participants
15-20	1	Advisable number of participants
21-36	2	Maximum number of participants

**IMPORTANT:** The Jones Institute Europe primary goal is to expose as many clinicians to the Strain and Counterstrain technique by offering our seminars in new areas of the world. **Please contact us for tuition costs.** The Jones Institute Europe will make every effort to work together with a host to negotiate the best and most beneficial financial arrangement for both parties.

### 2. **DEPOSIT REQUIRED:**

- I. A non-refundable € 1.500,00 deposit to stop the dates must be paid not later than 120 days prior to course date
- II. The paid deposit amount will be deducted from the final invoice issued at the end of the course.

### 3. **COURSE EXPENSES:** (Paid from the Host, if not differently arranged between the parties)

- I. Food and beverage supplied for the instructors for the hole duration of the course.
- II. Travel expenses for Jones Institute Europe instructors working the course i.e. airfare, hotel, car rental, meals, parking, mileage and/or transportation fees, and any reasonably incurred traveling expense relative to the course. (To be billed on final invoice.)
- III. Eventual costs for CME (Continual Medical Education) credits.

### 4. **FINAL INVOICING:**

One week upon completion of the course the Jones Institute Europe will invoice the Contracting Host for the course fee and expenses outlined in the Contracting Host section above, less the deposit amount paid. The final invoice will be due upon receipt, and anyway prior to the course (unless differently arranged). All monies due are to be paid in Euro to the Jones Institute Europe.

## RESPONSIBILITIES:

### **Jones Institute Europe:**

- Will provide qualified Instructors, Lab Assistants accordingly to the numbers of students
- Will make reasonable travel arrangements for instructors or assistants as required.
- Will provide each attendee with a course Syllabus, SCS Timer, 1 Flip Chart and Certificate of Completion. (Use with any type of Continuing Education requirements/application.)
- Will provide a written course description, detailed time schedule and list of goals and objectives of the course.
- Will provide a resume of Instruction for promotion purposes/inquiries-on request.
- Will provide whatever assistance they can to the Contracting Host Facility.

### **Contracting Host Facility:**

- All course administration preparation: advertising, processing course registrations and, collecting registration fees.
- Instruction is given in English and/or Italian. If a translator is required you will need to provide that for the entire course.
- Make all the participant sign the “acceptance clause file” that specify that the material and information gained during any of our events can be used for the only practical purposes. In no other way can be used the terminology "Jones Strain Counterstrain" which is a registered and protected trademark. The usage of the above terminology without authorization from us, in any form can be cause of legal persecution!
- Provide the Jones Institute Europe a copy of the students’ degree or last year copy of the of the sustained exams.
- You will need to make prior arrangements with Jones Institute Europe, up to 120 days in advance of the course to have: course syllabus and any pre-course reading material translated into the language of your Country.
- Apply for any/all Continuing Educational requirements in your Country. (Course goals and objectives sheet provided to Contracting Host facility.)
- Provide the Jones Institute Europe with a final and complete list of participants two weeks before the course. (The agreement will outline specifics of information required per participant.)
- Provide AV equipment as needed: video projector, or computer and video projector.
- IF AVAILABLE (not absolutely necessary; nice to have) – Skeletal Piece(s):
- Provide a location suitable to hold a three or four-day lab course for attendees, calculate a minimum of 2m<sup>2</sup> per person. With 2 people working at each treatment table; (in exception 3 to a table.) Include treatment tables with appropriate sheets and/or padding.
- Inform the participants that is forbidden to videotape any part of the course.
- Provide participants with break food and beverage during the course. (Break food and beverage recommendations provided under.)
- Provide the Jones Institute Europe with any special site/travel/local information such as facility map-internal/external with directives, parking (map), new/current construction or detours, etc. that may be relative to the travel.

### **Coffee Break:**

During the course there will be a food break of 15 minutes two times a day for the first two days, and one break the morning of the third day. We suggest for every break: a hot tee container, one of coffee and/or fruit juice and boxes of biscuits of the proper size for



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**INSTITUTE**  
COUNTERSTRAIN



the number of participants, eventually fresh fruits. It's also needed appropriate quantity of drinkable water during the course (possibly in plastic bottles) and plastic or paper classes only. We consider 1 Liter of water per person per day.

### **Partnership data Privacy:**

Only for this single event the host company is considered a partner of the Jones Institute Europe, therefore the collection of private information's from course participants can also be used by the host company.

### **COURSES SCS I – SPINE SUMMARY:**

The Jones Institute Europe Strain Counterstrain courses are generally three-day courses held Friday through Sunday. However, the course schedule can be customized according to the contracting company's time restrictions. The time frame must include over 25 hours of course time.

Sincerely

**Secretary Office**  
**Jones Institute Europe**

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2 Dollis Park - N3 1HF - London (UK)  
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\*Information subject to change at any time at management discretion.

### **I) Minimum generic agreement 16 students on your side at 50%**

- We recommend a price of € 595 or not less than € 545 per registration
- We consider the sale to € 545 on your part on which we consider **50%** - for the Jones Institute Europe on this amount, (Jie € 272.50 per person)
- 4 places for our subscribers (we take care of the billing for them, the money is to be considered all in favor of the Jones Institute Europe)

#### **Fees on host side:**

- **€ 4360** minimum fee for the Jones Institute Europe with 16 subscribers from you
- Coffee break (if possible, in structures of your property, if too expensive in the hotel, it is not essential), meeting room, training tables, video projector, etc at your expense
- Cost of any CME training credits.
- Transfer expenses for the instructors

#### **Expenses by the Jones Institute Europe**

- Transfer expenses of any assistants to be paid by Jones Institute Europe (based on the number of students we reserve the possibility to bring one or more assistants)
- Paper and other support material (eg: syllabuses, pens, flipcharts etc ...) will be provided by the Jones Institute Europe, at our total expense

**Other:**

- It is appreciated the availability on your part of a skeleton or its parts according to the object of the course, please confirm
- Deposit of € 1500 non-refundable to be paid to the Jones Institute Europe as a security deposit no later than 120 days prior to the date of the event
- Each member you have indicated that he / she does not show up for the course will be charged with a penalty of € 200
- Maximum number of participants = 36 students (32 from you and 4 from Jones)
- Balance of the remaining part no later than 7 days from the end date (first time contract, the payment must be fulfilled the last day of the course)

**II) Minimum generic agreement 14 students on your side at 60%**

We recommend a price of € 595 or not less than € 545 per registration

We consider the sale to € 545 on your part on which we consider **60%** - for the Jones Institute Europe on this amount, (Jie € 340 per person)

4 places for our subscribers (we take care of the billing for them), we give to the organizer € 200 for each of our members to be deducted from our fee

**Fees on host side:**

- **€ 4760** minimum fee for the Jones Institute Europe with 14 subscribers from you
- Coffee break (if possible, in structures of your property, if too expensive in the hotel, it is not essential), meeting room, training tables, video projector, etc at your expense
- Cost of any CME training credits.

**Expenses by the Jones Institute Europe**

- Transfer expenses for instructors and assistants in charge of the Jones Institute Europe (based on the number of students we reserve the possibility to bring one or more assistants)
- Paper and other support material (eg: syllabuses, pens, flipcharts etc ...) will be provided by the Jones Institute Europe, at our total expense

**Other:**

- It is appreciated the availability on your part of a skeleton or its parts according to the object of the course, please confirm
- Deposit of € 1500 non-refundable to be paid to the Jones Institute Europe as a security deposit no later than 120 days prior to the date of the event
- Each member you have indicated that he / she does not show up for the course will be charged with a penalty of € 200
- Maximum number of participants = 36 students (32 from you and 4 from Jones)
- Balance of the remaining part no later than 7 days from the end date (first time contract, the payment must be fulfilled the last day of the course)



Dear **Jones Institute Europe**,

We are interested in hosting an SCS course, we have read all the information above and we are ready to sign a course contract. Please contact us as soon as possible to immediately start planning the course with you. We fill in the request below and we are committed to respecting the contract written in this document, Thanks!

## CONTRACT FOR STRAIN COUNTERSTRAIN COURSE

(Please complete the format and send it back by e-mail as soon as possible)

Today's date: \_\_/\_\_/\_\_\_\_

Person's name to be contacted: \_\_\_\_\_

Direct Phone Number: + \_\_\_\_\_

Email Address: \_\_\_\_\_

Company Name: \_\_\_\_\_

Course location: (State/Region/City): \_\_\_\_\_

Dates for you reserved:        \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_\_\_    or    \_\_/\_\_/\_\_ to \_\_/\_\_/\_\_\_\_

Average participants number: \_\_\_\_\_

Type of Formula decided:    **Formula I°** – 16 students at 50%     **Formula II°** – 14 students at 60%

**Which SCS Course(s) are you interested in hosting:**     SCS I – For the spine     Other Course: \_\_\_\_\_

Any other matter you want to deal with us: \_\_\_\_\_

**JONES INSTIUTE EUROPE**

**THE HOST COMPANY**



**\*Send back via email the entire file, with this last page filled in and signed**