



The Art Docent Co., LLC Program Leasing Agreement

This form is designed to be downloaded to your desktop, filled digitally and e-mailed. If you need to mail a hard copy, please print legibly.

Description of Services:

The Art Docent Co., LLC will provide their Arts Education Program via digital access to:

(Name of Recipient and Title) _____ .

This Contract for Services is by and between The Art Docent Co., LLC and

(School or Organization) _____ .

Price: _____

Once payment has been received, The Art Docent Co., LLC will provide to

(School or Organization) _____

Art Education for one full year beginning on (Month, Day, Year) _____ .

Important Notes:

This lease provides for the instruction of the enrolled students of ONLY: _____

SCHOOL OR ORGANIZATION NAME AND LOCATION

All Students Must Have Digital Internet Access to Complete The Art Docent Program's Lesson Plans.

Work Product Ownership: All materials provided by The Art Docent Co., LLC are Copyright protected and provided on a Lease Term Basis for use. NO HARD COPIES OR DOCUMENTS OF ANY KIND STORED VIA COMPUTER ARE TO BE RETAINED BY THE CUSTOMER PAST THE TERM OF THE LEASE.

COPPA Compliance Statement:

The Art Docent Co., LLC complies with Children's Online Privacy Protection Act (COPPA) requirements for parental consent to use any personal information of the students participating in our program. All information is kept private and secured.

To assist with this compliance we request the lessee organization to provide an attendance sheet to a docent preferably ONLY WITH THE FIRST NAME AND FIRST INITIAL OF LAST NAME of each student prior to the beginning of the instruction of each lesson plan. The Art Docent Co., LLC does not request a copy of this list.

You can download a COPPA Compliance Form at:

<http://artedco.org/leasing-nda-coppa/>.

If Assessment is required — ensure that Docent (Teacher) directs students to Review/Assessment on the Menu Bar of each Lesson Plan.



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Confidential Information By definition herein, "Confidential Information" shall mean any and all technical and non-technical information provided by The Art Docent Co., including but not limited to, any data, files, reports, accounts, or any proprietary information in any way related to products, services, processes, database, plans, methods, research, development, programs, software, authorship, customer lists, vendor lists, suppliers, marketing or advertising plans, methods, reports, analysis, financial or statistical information, and any other material related or pertaining to any business of The Art Docent Co., its subsidiaries, respective clients, consultants or vendors that may be disclosed to the Recipient herein contained within the terms of this Agreement.

The Recipient shall not in any manner or form, at any time disclose, reveal, unveil, divulge or release, either directly or indirectly, any aforementioned proprietary or confidential information for personal use, or for the benefit of any third party and shall at all times endeavor to protect all Confidential Information belonging to the Company.

Governing Law This Agreement is to be construed pursuant to the current laws of the State of New York. Jurisdiction and venue for any claim arising out of this Agreement shall be made in the State of New York, in the County of Delaware.

Signature below indicates agreement to the Confidential Agreement / Non Disclosure Agreement indicated above. This form is designed to be filled digitally and e-mailed. If you need to mail a hard copy, please print legibly.

THE ART DOCENT CO., LLC 336 County Highway 6, Margaretville, NY 12455

-OR-

Denise T. Federico, President, The Art Docent Co., LLC

Louis R. Federico, Owner, The Art Docent Co., LLC

-AND-

Recipient Name and Title (type in the digital form fields or, sending a non digital hard copy, please print)

Signature

School or Organization Name

School or Organization Address

Please pay online via PayPal by clicking THIS LINK.

Date Executed (M/D/Y): _____

When Completed, eMail this Form to: denise@artedco.org

*If sending a hard copy form and paying by check is preferred, please make checks payable to: **The Art Docent Co., LLC.** Include completed, signed, Leasing and CA/NDA forms to: **The Art Docent Co., LLC, 336 County Highway 6, Margaretville, NY 12455.** The receipt of both this completed Leasing Agreement and the completed CA/NDA form with your payment will activate your lease.*

Termination of Contract: The Art Docent Co., reserves the right, at any time, to terminate an agreement/contract, when the Company deems fit. The reasons listed below, but are not limited to:

By definition herein, "Confidential Information" shall mean any and all technical and non-technical information provided by The Art Docent Co., including but not limited to, any data, files, reports, accounts, or any proprietary information in any way related to products, services, processes, database, plans, methods, research, development, programs, software, authorship, customer lists, vendor lists, suppliers, marketing or advertising plans, methods, reports, analysis,

financial or statistical information, and any other material related or pertaining to any business of The Art Docent Co., its subsidiaries, respective clients, consultants or vendors that may be disclosed to the Recipient herein contained within the terms of this Agreement.

The Recipient shall not in any manner or form, at any time disclose, reveal, unveil, divulge or release, either directly or indirectly, any aforementioned proprietary or confidential information for personal use, or for the benefit of any third party and shall at all times endeavor to protect all Confidential Information belonging to the Company.