

# JOHN COMIX

## TRAVEL/OVERNIGHT ACCOMMODATIONS INFO SHEET

UPDATED: FEBRUARY 2024

*This information sheet covers expenses/possible expenses regarding travel and overnight accommodations related to John Comix workshops.*

### TRAVEL

*Expenses are based on distance from my home location(Brick, NJ) and whether or not the workshop date is part of a traveling teaching tour.*

#### Vehicle Expense

**Gas** - Total cost of gas to and from your location and my starting location. Starting location could be my home location or another business/another state.

Calculated by doubling the total cost of gas to your location(to accommodate for travel to and from). Receipts available upon request.

**Tolls** - Total cost of tolls to and from your location and my starting location.

Calculated by doubling total cost of tolls in one direction.

#### New Expense - Vehicle Use Fee

Effective in 2024, I am implementing a vehicle use fee for some larger out of state trips. The fee goes toward the normal wear and tear of the vehicle I use for travel, or toward a rental vehicle in some cases.

#### Flight Expense

Option 2 for travel is by plane. The full cost of the flight would be the travel charge, and is due in full as part of the process for reserving a workshop date. Additional considerations when bringing me to you by plane:

**Travel during my stay:** The hiring party is responsible for my transportation to/from the airport, hotel, and business location. Alternatively, you may opt to provide funding for a rental car during my stay.

**Additional Fees:** In some cases, you may also be responsible for other travel related expenses. This can include uber/lyft, airport parking/transportation to airport at my home location or baggage fees. This fee only applies in certain cases.

- A nonrefundable deposit is required to hold workshop dates. The current deposit amount is \$200/day. This fee will be applied to travel/overnight expenses first. If there is any amount remaining, it is applied to the workshop fees before the final payment is made. The deposit may not cover the full amount of travel and overnight expenses, and any remaining balance will carry over into the final amount due.
- Deposits only apply to vehicle based travel expenses. As part of the deposit, flight reimbursement is expected at the time of booking.

### OVERNIGHT ACCOMMODATIONS

- Accommodations can be in the form of a hotel, airbnb, or guest room stay.
- Any deposits made will first apply to these expenses.
- The hiring party may opt to reserve the hotel on their own, however this must be done more than a month before the workshop date.