

Contract JCS Course Information Sheet

(Fascial Counterstrain (FCS) courses are not included in this agreement-please see separate agreement.)

Thank you for your interest in Contracting a Jones Counterstrain (JCS) Course.

Contracting a course with the Jones Institute means providing your staff with instruction and education from the Originators of the Counterstrain method and techniques. The very best!

FEES / INVOICING:

1. CONTRACTED COURSE FEE SCHEDULE:

Attendees	Instructors	Lab Assistants	Price - Cost
1 - 16	1	0	\$ 6,000.00
17 - 24	1	1	\$ 8,000.00
25 - 29	1	2	\$ 10,250.00

Attendees	Instructors	Lab Assistants	Price - Cost
30 - 34	2	0	\$14,000.00
34 - 39	2	1	\$16,250.00
40 - 45	2	2	\$19,000.00

** Courses larger than 45 can be negotiated with the Jones Institute. Please contact us for larger groups.*

Upon signing the agreement the Contracting Host will provide the Jones Institute with the assumed number of attendees to include providing a final count of attendees two weeks prior to the course. The fee will be invoiced according to the fee schedule above.

2. DEPOSIT REQUIRED:

A non-refundable \$1,500.00 deposit is required to secure your course dates and is held for this purpose alone. The non-refundable deposit is invoiced upon receipt of the signed agreement and must be received by the Jones Institute before contract dates are secure. The paid deposit amount will be deducted from the final invoice of course completion.

3. CANCELLATION AGREEMENT:

Should the host cancel the course for any reason they agree to reimburse Jones Institute for any non-refundable travel expenses already incurred for the course. Should this happen receipts will be provided with an invoice to the Host. (The non-refundable deposit cannot be applied to cancellation of a course.)

4. FINAL INVOICING:

Upon completion of the course the Jones Institute will invoice the Contracting Host for the course fee and expenses outlined in the Contracting Host responsibilities section below less the deposit amount paid. The final invoice will be due Net 30 days from the last day of the course.

RESPONSIBILITIES:

Jones Institute:

- Will provide qualified Instructors and Teaching Assistants accordingly.
- Will make reasonable travel arrangements for instructors or assistants as required.
- Will provide each registered attendee with a course Syllabus and a digital Certificate of Completion. In addition, the following is supplied: A Flip Chart for JCS I, II, and III.
- Will provide any necessary Provider paperwork for the Host's CE Application.
- Will provide further assistance we can to the Contracting Host Facility.

Contracting Host Facility:

- All course administration preparation: advertising, processing course registrations and, collecting registration fees.
- All course expenses as they apply:
 1. Food and beverage supplied. Food/Beverage recommendation and schedule will be supplied.
 2. Shipment of course materials to course location. (Shipped UPS Ground. To be billed on final invoice.)
 3. Travel expenses for Jones Institute instructors and assistants 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 the final invoice of completion of the course.)
- Apply for CEU approval in mandatory states with a pre-approval process.
(Course Goals, Outline/Objectives & Basic Schedule sheet will be provided to Contracting Host facility.)
- Provide the Jones Institute 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: Powerpoint projector with a standby computer and a screen.
Note: All JCS courses are given using Powerpoint.
- IF AVAILABLE (not absolutely necessary; nice to have) – Skeletal Piece(s):
For JCS I and II: flexible spine with pelvis and a skeleton
For JCS III: a Cranial skeletal piece
- Provide a location suitable to hold a three-day lab course for all attendees with 2-3 people working at each treatment table. (2 per table is preferred.)
- Provide treatment tables or tables with appropriate 2" padding (blankets, sleeping bags, mats, etc).
- Provide the Jones Institute with:
 - Course Location Information: Facility Name, Room, Address, City, St & Zip Code
 - U.S. Mailing Address
 - United States Parcel Address
 - Contact Info: Contact First and Last name, phone number and email address
 - A Schedule Choice:
LATE START: Friday from 1-7pm, Saturday from 8am to 6pm, Sunday from 8am-3pm
or REGULAR: Friday & Saturday from 8am-5pm, Sunday from 8am to 3pm

COURSES SUMMARY:

- The Jones Institute 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 contracting company may choose a course from our Counterstrain series or create a custom course based on certain areas of interest. The standard Counterstrain course series consists of the following:

Course		Areas covered	Prerequisites
JCS I	Upper Quarter	Techniques for cervical, thoracic, ribs, lumbar, sacrum & pelvis.	None
JCS II	Lower Quarter	Techniques for pelvis, hip, knee, ankle, foot, shoulder, elbow, wrist & hand.	None
JCS III	Cranial & Advanced Techniques	Cranial evaluation & treatment with 40 new cervical, thoracic, lumbar and extremity techniques.	I or II
JCS IV	Facilitated JCS with Review	Facilitated techniques to drop the hold time to 15 seconds for all JCS techniques.	I, II & III

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If you have additional questions and are interested in Contracting a JCS Course please, complete the form on the following page and fax it back to us at your earliest convenience. Please feel free to visit our website www.jicounterstrain.com for more information about the Jones Institute. Again, we thank you for your interest and look forward to speaking with you.

Sincerely,
The Jones Institute

**Information subject to change at any time by Jones Institute.*

Dear Jones Institute,
Yes! We are interested in Contracting an JCS Course. We have read the information provided and can meet the Contracting Host Facility responsibilities. Please contact us to begin making Contract course arrangements. Thank you.

Contract A Course - Interest Fax

(Complete the form -please print- and fax it **DIRECT: 253-588-1622** - NO COVER NECESSARY.)

Today's Date: ____/____/____

Contact Person: _____

Phone Number: () _____

Email Address: _____

Co-Host Facility Name: _____

Co-Host Facility City & State: _____

Approximately how many will
be attending the course?

What dates are you interested in?
(give at least two choices, Fri-Sun): ____/____/____ to ____/____/____ ____/____/____ to ____/____/____

What FCS Course(s) are you
interested in hosting?: CLASSIC SCS:

- ☐ JCS I – Upper Quarter
- ☐ JCS II – Lower Quarter
- ☐ JCS III –Cranial & Advanced Techniques
- ☐ JCS IV – Facilitated SCS with Review

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Anything else you want to ask or tell us: _____