



# GUEST BLOGGER AGREEMENT

We are pleased to welcome you as an Athens Insider for the VisitAthensGA.com/blog. This agreement is for professional freelance writing services between you (“Writer”) and the Athens Convention & Visitors Bureau (CVB).

Your acceptance of this agreement serves as your consent to the following:

## **Work:**

This agreement is for one article written per month between October 1, 2019, and September 30, 2020. The content you submit must be your original work, free of plagiarism and never before published. You agree to use reasonable care to ensure that all facts and statements are true and that your work does not infringe upon any copyright, right of privacy, proprietary right or any other right of a third party. The content you submit must not be objectionable in our reasonable but exclusive opinion. No racist, hateful, discriminatory, illegal, unlawful or otherwise objectionable content will be published. Your content is intended to promote Athens; your submissions should not promote yourself, your company and/or your products.

## **Submission Guidelines:**

- Topics will be mutually agreed upon by the Writer and the CVB.
- Content should be written with the CVB’s brand, messaging and audience in mind.
- Each blog will be submitted no later than the last Monday of each month (October 2019 – September 2020).
- Writer will submit body copy and related images via the CVB’s content management system (CMS, similar to WordPress). CVB will provide CMS training resources and technical support as needed.
- Writer will take care to proof work for grammar and usage prior to submission; product is expected to be of a professional level and without need for significant editing.
- Images taken by Writer will be credited to the Writer. Writer retains all ownership rights of images. Writer also has access to use CVB image assets. All blogs should include multiple images of appropriate size (at least 600 px wide and 400 px high).
- Any images provided by a third party source (not credited to Writer or CVB) should have signed permission from the owner of the image.
- Writer will submit signed photo releases for any individuals featured in images.
- Writer to submit title of the post (10 words maximum). CVB reserves the right to edit title for style, SEO or other considerations.
- The body of the article must be at least 600 words and no more than 1,500 words.
- Writer must provide a 100 word or less biography and a headshot (png or jpg), which will appear alongside each blog post.

**Athens Convention & Visitors Bureau**

300 N. Thomas St. | Athens, GA 30601

VisitAthensGA.com | @VisitAthensGA | 706.357.4430 | TourInfo@VisitAthensGA.com



**Compensation and Payment Terms:**

- The Athens Convention & Visitors Bureau will pay \$100 per article for 12 blogs produced between October 1, 2019, and September 30, 2020.
- CVB will assist with media credentials, passes, guest list or other complimentary entry to attractions and events as available. No compensation for personal expenses is available.
- Writer should bill at the end of each month for the article submitted within that month.
- Payment will be made via company check within two weeks of submission.
- Checks can be mailed to the Writer or picked up at the CVB offices.
- As an independent contractor, Writer is responsible for payment of any federal, state and/or local taxes.

**Other Terms & Exclusions:**

- The CVB reserves the right to remove and permanently delete any published works, without notice and for any reason we deem sufficient.
- Writer shall not disclose or disseminate proprietary information to any third party and shall not use proprietary information for his or her own benefit or the benefit of any third party.
- Writer should not represent himself or herself as an employee of the CVB.
- Once submitted, the blog becomes the property of the CVB and cannot be republished or resold by the Writer.

**Writer:  
(Independent Contractor)**

Print Name:

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Signature:

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Date:

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**Athens Convention & Visitors Bureau:  
(Client)**

Print Name:

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Signature:

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Title:

\_\_\_\_\_

Date:

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