

**Jean-François Dor's consulting and management fees.**

Jean-Francois Dor being essentially a consulting company we would like to present our consulting fees regarding any services related to meeting planning, negotiation and associations management issues.

Being ardent believer in transparency costs and services, we are ready to make you an all inclusive proposal based on your specific requirements, but have one fit-for-all budget for general consulting.

**Consultancy fee for:**

<b>Public Relations, Marketing, Events including exhibitions , fashion show &amp; entertainment, Catering</b>	£ 195 per hour
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<b>Administrative Fixed Fee</b>	£ 6,000 per year. Includes all office stationery, emails, calls and up to 4 hours a month of direct representation, payable monthly in advance for a minimum of 3 months.
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<b>Translations</b>	£20 per 100 words for a minimum of £ 100
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<b>Training program/conferences/courses/ exhibitions/catering/wine &amp; food knowledge/ presentation/savoir faire &amp; vivre/ coaching</b>	£ 1000 per day, plus flight and accommodation in Europe, Africa and US-Canada, £2,000 per day for the rest of the world.
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<b>Papers/articles/reports.</b>	£ 1000 up to 5 pages, £ 3000 for long reports up to 80 pages. Over 80 pages contact us. Bibliographical research: £ 30 per hour.
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<b>Mailing list.</b>	Targeted names are £ 500 per 100 names, includes research and all updated regularly.
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<b>Direct marketing</b>	£ 5 per call for a minimum of £500
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<b>Representation Fee – per countries represented in</b>	Fixed fee of £ 6000, per representation and per year (plus related expenses).
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<b>Association management fee for an association holding Headquarters outside London, JFDE as European Office of International Associations.</b>	Fixed fee of £ 60,000 per year, all inclusive (office, travels, consulting, no commissions)
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<b>Fundraising fee.</b>	Commission of 20%. Long term fundraising mandates from 15% .
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<b>Site inspection research and selection.</b>	Fixed fee of £ 5,000 plus travel expenses.
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<b>Press Relations Services.</b>	Amount according to the number of articles published.
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<b>Exhibition and Trade Show arrangements.</b>	20% of rented booth price and of stands and furniture commissioned.
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<b>Hotel contingents booking (if hotel service alone, otherwise, this is included in fixed fees for meetings).</b>	either 10% commission on rooms booked or fixed fee of £ 30 per booking.
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<b>Logistics for meetings.</b>	Fixed fee of £ 2,500 per meeting day plus £ 30 per participant per day. All office work, secretariat and staff inclusive. Reimbursement related travel and other expenses.
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<b>Business trips, incentive trips and VIP trips organization.</b>	Fixed fee of £ 2,500 per meeting day plus £ 30 per participant per day. All office work, secretariat and staff inclusive. Reimbursement of all travel related expenses.
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**Please note that all fees are subject to VAT at the current rate of 20% Although we have just deregistered this year, please check if we have reached the level again, hurry whilst you can save 20%.**

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