



# INDEPENDENT CONTRACTOR AGREEMENT

## CONTRACTOR INFORMATION

Name \_\_\_\_\_  
 Address \_\_\_\_\_ Phone \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Email \_\_\_\_\_

## DESCRIPTION OF SERVICES TO BE PROVIDED

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Service Description

Service Location/Department \_\_\_\_\_

## PAYMENT ARRANGEMENTS

Nazareth agrees to pay **Contractor** \_\_\_\_\_ per \_\_\_\_\_ for the Services provided as described in this Agreement.  
*(\$ Amount)*

Payment shall be made within 15 business days of receipt of an invoice from Contractor.  
 The payment described on this Agreement shall be rendered without deduction for taxes or costs or expenses incurred in connection with such Services. All payments must be supported by itemized invoices indicating the specific services actually provided; and for each service, the date(s), number of hours/days provided, the fee per hour/day; and the total amount charged. Nazareth may require additional information on invoices or documentation of services in order to comply with Nazareth reimbursement guidelines.

**Total Payment** \_\_\_\_\_ Contractor Fee \_\_\_\_\_  
 Others \_\_\_\_\_ describe: \_\_\_\_\_

## INDEPENDENT CONTRACTOR

Both parties agree that no employer-employee relationship exists, and that Contractor is considered an independent contractor under this Agreement.

## INDEMNIFICATION

Contractor agrees to defend, indemnify and hold harmless Nazareth, its affiliated entities, and their respective officers, employees and agents from and against any and all claims, proceedings, liabilities, losses, demands, costs and expenses, including reasonable attorneys' fees, arising out of the acts or omissions of Contractor arising out of or in connection with this Agreement. This paragraph shall survive the termination or expiration of this Agreement.

In no event shall Nazareth be liable for special, indirect, incidental or consequential damages to the full extent such may be disclaimed by law even if Nazareth has been advised of the possibility of such damages.

## TERMINATION

Either party may terminate this Agreement for any reason, or no reason, upon (30) days's prior written notice. Upon notice of termination, Contractor will continue to render the Services under this Agreement until the effective date of termination, unless Nazareth determines that the Agreement should be terminated immediately or sooner than 30-days from the date of written notice.

Nazareth may terminate this Agreement if the Contractor is in breach of any provision of this Agreement, and such breach is not cured within thirty (30) days of receipt of written notice from the College.

Any unauthorized alterations made to this Agreement without prior approval will void and therefore cancel this Agreement. Furthermore, this Agreement shall not be effective until fully executed by all parties named below.

Nazareth University  
 Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Name (Print) \_\_\_\_\_  
 Title \_\_\_\_\_

Contractor  
 Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Name (Print) \_\_\_\_\_