

CONTRACTOR AGREEMENT

Associated Student Organization
or other Trust Organization

900 Otay Lakes Road
Chula Vista, CA 91910

619.482.6568

619.482.6493



CA No.: 0001

| | | |
|------------------------------------|--|---|
| Name of Club/Organization: | Activity Req. No. _____ <small>(If Applicable)</small> | Voucher No. _____ <small>(If Applicable)</small> |
| Name of Representative/Originator: | Signature: _____ | |
| Name of Club/Organization Advisor: | Signature: _____ | |
| Date of Club/ASO Meeting: | Minutes Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> | |

It is the desire of the aforementioned club/organization to contract with the contractor for special services. These services must be congruent with the educational purpose of Southwestern College.

| | | | |
|---|------|--------------------------|-----|
| I. Service to be rendered by contractor: | | Contracted Amount: | |
| _____ | | \$ _____ | |
| II. Payment to be made by the Financial Services Office (In consideration of the service to be rendered by the contractor, the District agrees to pay the contractor within 5 days upon receipt of invoice and properly executed check request voucher.) | | | |
| Southwestern College reserves the right to void this contract up to 48 hours prior to performance of stated service. | | | |
| III. The period covered by this agreement: | | | |
| BEGINS: Date _____ | | Time _____ | |
| TERMINATES: Date _____ | | Time _____ | |
| I hereby certify that I am not an employee of the District, "nor" will I receive payment for the same service "or" days of service by any other public agency. I also agree that this contract does not make me an employee of the college nor entitle me to employee benefits, including worker's compensation. I further understand that I am responsible for all, any, income taxes on this compensation. | | | |
| District is not responsible for payment, worker's compensation and tort liability, if any, to/for members/associates that may be employed by contractor in performance of this agreement. (Example: musical performances and other artistic groups where only the agent signs the agreement.) | | | |
| Name of Contractor: _____ | | Signature: _____ | |
| Business Name: _____ | | Email: _____ | |
| Check Payable to: _____ | | _____ | |
| Address: _____ | | Phone Number: _____ | |
| Street | City | State | Zip |
| | | Area Code + Phone Number | |

| | |
|---|-------------|
| Approved by Director of Student Activities: _____ | Date: _____ |
|---|-------------|

DO NOT WRITE BELOW

Approved? _____ Denied? _____ Reason: _____
Additional paperwork required _____