

# STANDARD SERVICES CONTRACT

The undersigned Contractor(s) and Purchaser agree to the following terms and conditions for the provision of services, herein described below, by the contractor(s):

(1) Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

(2) Taxpayer I.D. #: \_\_\_\_\_

(3) Name of Purchaser:  Lamar University  Lamar Institute of Technology

(4) Date of Agreement: \_\_\_\_\_

(5) Price of Services: \_\_\_\_\_

(6) Description of Services  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(7) Dates & Times of Professional Services:

| DATE                       | DAY                | TIME                  | # OF HOURS      |
|----------------------------|--------------------|-----------------------|-----------------|
| _____                      | _____              | _____                 | _____           |
| _____                      | _____              | _____                 | _____           |
| _____                      | _____              | _____                 | _____           |
| _____                      | _____              | _____                 | _____           |
| _____                      | _____              | _____                 | _____           |
| <b>TOTAL</b>               | <b>Hours at \$</b> | <b>Per Hour</b>       |                 |
|                            |                    | ----- <b>OR</b> ----- | <b>Flat Fee</b> |
| <b>AMOUNT DUE \$</b> _____ |                    |                       |                 |

It is understood that the contractor(s) executes this agreement as an independent contractor and is **not** an employee of the Purchaser and that the contractor(s) shall have the exclusive control over the means, method, and details of fulfilling the obligation under this contract, except for the dates that the services are to be performed.

The contractor(s) agrees to perform and discharge all obligations as an independent contractor under any and all laws, whether existing or in the future, in any way pertaining to the engagement hereunder, including but not limited to Social Security laws, Workman's Compensation Insurance, Income Taxes, State Employment Insurance taxes or contributions, Public Liability Insurance; and contractor(s) will hold Purchaser harmless against any such laws as well as against Union claims for welfare payments. Contractor understands and agrees that the Purchaser will make no payments for health insurance or other employee benefits. Any controversies arising between the contractor(s) and the Purchaser pertaining to this contract shall be resolved by the Courts of the State wherein the services are performed.

The Purchaser, in signing this contract warrants that he/she signs as a properly authorized representative of Lamar University/Lamar Institute of Technology and does not assume any personal liability for meeting the terms of the contract.

The payment for the above-described services will be reported at calendar year-end on a 1099MISC to the Internal Revenue Service. The contractor's copy of the 1099 will be mailed to the address, as listed above.

**Signed:** \_\_\_\_\_  

**Contractor**
**Date**
**Purchaser**
**Date**