

American Choral Directors Association
Agreement for Services

This agreement for services, made on the date _____, is by and between the below identified segment of the American Choral Directors Association, hereinafter called Sponsor, and _____ hereinafter called Contractor. In consideration of the promises of the Sponsor contained herein, Contractor agrees to provide the following services at the identified event:

Describe services: _____

Name of Event: _____

Location of Event: _____

Inclusive Dates: _____

Sponsor will compensate Contractor at the end of the event for said services in the amount of \$ _____ per day for _____ days for a total of \$ _____. In addition, sponsor will:

1. Reserve and pay for Contractor's hotel (room & taxes only) for _____ days
2. Pay meals (excluding alcohol) for _____ days not to exceed a per diem of \$40.00.
(Receipts must be submitted to Sponsor within 30 days)
3. Pay transportation costs as follows:
 - a. Miles drive at the current IRS tax rate.
 - b. Parking and road tolls (receipts must be submitted to Sponsor within 30 days).
 - c. Make and pay for coach airfare reservations.

It is agreed that Contractor is an independent contractor for the purposes of this agreement and is not an employee of Sponsor, and that Contractor shall be solely responsible for all income and self-employment taxes that may be due in connection with the compensation paid hereunder. It is further agreed that this document constitutes the entire agreement between Sponsor and Contractor and no other verbal or written agreement exists.

Identification of Sponsor within ACDA:

National _____ Division (name) _____ State (name) _____

Sponsor:

Signature: _____

Print Name: _____

Address: _____

Telephone: _____

Contractor:

Social Security #: _____

Signature: _____

Print Name: _____

Address: _____

Telephone: _____