

Information:

Drawer: Finance

Number: \*\*\*\* Other Redaction \*\*\*\*

Name: \*\*\*\* Other Redaction \*\*\*\*

Invoice Number: C089378

Invoice Date:

PO Number:

Check Number: 0281611

Check Amount: \$ 150.00

Check Date: 06/08/2021

Voucher Number: V0679549

AP Type: IM Invoices < \$15,000

Redaction Type: Other

Document Type: Independent Contractor Agreement

Document Below

Note: Parts of the image below may have been redacted

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From: Smith, Beverly <[smithb244@cod.edu](mailto:smithb244@cod.edu)>  
Sent: Fri May 07 13:17:18 CDT 2021  
To: [invoicing@cod.edu](mailto:invoicing@cod.edu)  
CC:  
Subject: FW: Corrected Independent Contractor Agreement  
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**From:** Zerrudo, Maria <[zerrudom@cod.edu](mailto:zerrudom@cod.edu)>  
**Sent:** Friday, May 7, 2021 1:15 PM  
**To:** Smith, Beverly <[smithb244@cod.edu](mailto:smithb244@cod.edu)>  
**Subject:** FW: Corrected Independent Contractor Agreement

Please send this to [invoicing@cod.edu](mailto:invoicing@cod.edu)

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**From:** Smith, Beverly <[smithb244@cod.edu](mailto:smithb244@cod.edu)>  
**Sent:** Friday, May 7, 2021 1:13 PM  
**To:** Zerrudo, Maria <[zerrudom@cod.edu](mailto:zerrudom@cod.edu)>  
**Subject:** FW: Corrected Independent Contractor Agreement

Attached is the Corrected Independent Contractor Agreement for William Daumen for Softball.

*Beverly Smith*  
Administrative Assistant  
Athletics and Recreational Programs  
College of DuPage  
(630) 942-4242  
(630) 942-3601 fax  
[Smithb244@cod.edu](mailto:Smithb244@cod.edu)

**From:** Smith, Beverly <[smithb244@cod.edu](mailto:smithb244@cod.edu)>  
**Sent:** Friday, May 7, 2021 1:06 PM  
**To:** Smith, Beverly <[smithb244@cod.edu](mailto:smithb244@cod.edu)>  
**Subject:** Attached Image

[attachment: 0244\_001.pdf]



## \* Independent Contractor Agreement

(Not to be used for contracts in excess of \$5,000.00)

VENDOR NUMBER <b>1330371</b>		AGREEMENT NUMBER: <b>C089378</b>	
ACCOUNT NUMBER/AMOUNT			
FUND	FUNCTION	DEPARTMENT	OBJECT
<b>01</b>	<b>30</b>	<b>12040</b>	<b>53090</b>
			AMOUNT <b>03</b> <b>150.00</b>
APPROVED—Supervisor, Purchasing			DATE <b>1 / 1</b>

### PART I. Complete PRIOR to performance of contractual services.

Name \_\_\_\_\_ Tax I.D. #/S.S. \_\_\_\_\_ (THIS NAME SHOULD BE THE SAME NAME THAT APPEARS ON LINE 1 OF THE W-9 FORM.)

Phon: \_\_\_\_\_ (No college employee may be paid as an independent contractor.)

Street: **IHSA # 54302**

City: **WILLIAM H. DAUMEN**

Agree: **2790 MONTCLARE CT**

**AURORA, IL 60504**

**5/4/21** the following services for the College of DuPage:

**Soft ball Umpire 5/4/21 vs. Rock Valley.**

Email: **Billdaumen@comcast.net**

If additional space is needed, please continue description of services on separate pages and attach to this form.

The sum of \$ **150.00** will be paid to the independent contractor upon completion of the services. The contractor will be responsible for all taxes related to income from the above services. The contractor understands that he/she is self employed and must carry at his/her own cost any insurance coverage such as workers compensation, medical, property & liability including auto related to the above mentioned services.

This is a "work for hire" agreement. All rights to materials produced or products from services rendered are property of College of DuPage in perpetuity.

The contractor agrees to hold College of DuPage, its Trustees, officers, directors, agents, successors and assigns, harmless from and against all losses, damages, injuries, claims demands, and expenses, including attorneys' fees, which may arise during performance of this agreement.

☒ I have read Board Procedure #15-465 and have determined that the individual on this agreement meets the definition of an independent contractor.

DEPARTMENT AUTHORIZED SIGNATOR

**5/4/21**  
DATE

All independent contractors must also certify below regarding the status of any educational loans as required by state law effective January 1, 1988.  
(Must Check One)

- ☒ I certify that I am not in default on an educational loan guaranteed by the State in the amount of \$600.00 or more.
- ☐ I certify that I am in default on an educational loan guaranteed by the State in the amount of \$600.00 or more and I agree to make arrangements for repayment of this loan with the maker or guarantor within six months from the date of this contract.

I agree with the terms stated above and certify that I have received a copy of the contractual agreement.

SIGNATURE OF INDEPENDENT CONTRACTOR

**5/4/21**  
DATE

### PART II. Complete AFTER performance of contractual services.

Authorized Signator certifies that the contractual services described in Part I above were completed satisfactorily and authorizes payment in full.  
(Payment is to be made only after completion of the contractual service.)

COLLEGE AUTHORIZED SIGNATURE

DATE

COUNTER SIGNATOR (OPTIONAL)

DATE

\*See board policy, procedures and instructions on reverse side.  
(This agreement is VOID if amount exceeds \$5,000.00)

Original forward to Accounts Payable; Blue, Purchasing Dept.; Yellow, Signator; Pink, Contractor

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number).
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign  
Here

Signature of  
U.S. person ▶

*W H Daumen*

Date ▶

*3/5/21*

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on IRS.gov for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

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From: Smith, Beverly <smithb244@cod.edu>  
Sent: Fri May 07 12:17:26 CDT 2021  
To: invoicing@cod.edu  
CC:  
Subject: FW: Independent Contractor Agreement

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Attached is an Independent Contractor Agreement for William Daumen for Softball.

*Beverly Smith*  
Administrative Assistant  
Athletics and Recreational Programs  
College of DuPage  
(630) 942-4242  
(630) 942-3601 fax  
Smithb244@cod.edu

**From:** Smith, Beverly <smithb244@cod.edu>  
**Sent:** Friday, May 7, 2021 11:14 AM  
**To:** Smith, Beverly <smithb244@cod.edu>  
**Subject:** Attached Image

[attachment: 0237\_001.pdf]