

Information:

Drawer: Accounts Payable - Invoices

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

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

Invoice Number: C088188

Invoice Date:

PO Number:

Check Number: 0241753

Check Amount: \$ 450.00

Check Date: 10/17/2018

Voucher Number: V0535031

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

FY19

*** Independent Contractor Agreement**

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

V0535031

VENDOR W-9 9/18/18 CHK

VENDOR NUMBER 1180652		AGREEMENT NUMBER: C088188	
ACCOUNT NUMBER/AMOUNT			
FUND	FUNCTION	DEPARTMENT	OBJECT
01	90	16815	530900
			AMOUNT 450.00
APPROVED-Supervisor, Purchasing			DATE / /

PART I. Complete PRIOR to performance of contractual services.

Name CINDY SURMAN Tax I.D. #/S.S. # [REDACTED]
(THIS NAME SHOULD BE THE SAME NAME THAT APPEARS ON LINE 1 OF THE W-9 FORM). (ALSO COMPLETE AND SIGN FORM W-9 ATTACHED)

Phone Number (708) 227-3551 (No college employee may be paid as an independent contractor.)

Street 3061 Terry Lane

City, State, Zip Code Broadview IL 60155

Agrees to perform on Sept. 18, 2018 the following services for the College of DuPage:
DATE (S)

HAIR/MAKEUP
GFOA

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

The sum of \$ 450.00 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.

Jane RL
DEPARTMENT AUTHORIZED SIGNATOR

9/18/2018
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.

Cindy Surman
SIGNATURE OF INDEPENDENT CONTRACTOR

Sept. 18, 2018
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.)

Jane RL
COLLEGE AUTHORIZED SIGNATURE

9/21/18
DATE

A. Hardy E. Hall
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