

Hereford Zone Recreation & Parks Council

17301 York Road
Parkton, MD 21053

AGREEMENT OF INDEPENDENT CONTRACTORS

WHEREAS, the Hereford Zone Recreation & Parks Council desires to conduct a _____ program which requires the services of a qualified and independent contractor; and WHEREAS, _____, a qualified and independent contractor has offered to perform the services required for the above program, and has submitted an outline of such services and agrees to any additional conditions shown on the reverse side of this contract; i.e. work schedules, facility security, time reporting, etc; and WHEREAS, the department of Recreation and Parks has made available certain facilities for the conduct of such program; and WHEREAS, the independent contractor is not an employee of Baltimore County, he/she is not entitled to the County liability coverage. Further, the contractor is responsible for his/her own workman's compensation or other insurance as related to their services, and WHEREAS, the independent contractor is not an employee of Baltimore County, or the Hereford Zone Recreation & Parks Council, he/she is responsible for payment of Social Security Taxes, Federal Income Taxes, and State Income Taxes, as well as reporting for income tax purposes. The Recreation and Parks Council is, however, responsible for reporting the earnings of the independent contractor if earnings total \$600.00 or more. THEREFORE, the Hereford Zone Recreation & Parks Council agrees to pay _____ (name) for the required services in the amount of _____ dollars (\$ _____) at an hourly rate of \$ _____, payable biweekly _____ or monthly _____ at the conclusion of the program. The program shall be conducted for the period starting _____ and ending _____; and WHEREAS, each party reserves the right to cancel this agreement upon written notice of two weeks, and the parties have affixed their signatures below on the date indicated; WHEREAS, as the independent contractor for the Hereford Zone Recreation & Parks Council's _____ program, I agree to comply with current state and county regulations as it applies to criminal background checks. I further understand and agree that failure to do so will result in me being in violation of this agreement and no longer considered for this position.

Independent Contractor Information:
(please print)

_____	_____	Social Security Number	
_____	_____	_____	_____
Name		Independent Contractor	Date
_____	_____	_____	_____
Address	Zip Code	Program Chairperson	Date
_____	_____	_____	_____
Phone Number		Council President	Date

Conditions to be Met by Independent Contractor

1. To cooperate with the Program Chairperson, Director of Contractual Leadership Programs, President, and full-time Recreation and Parks Staff to publicize, promote, and in general to do what you can to see that this program runs smoothly and according to the policies of the Hereford Zone Recreation & Parks Council.
2. To prepare a written monthly report to be turned in to the Chairperson with a copy for the Recreation Office.
3. To open and close each session on time according to the schedule established by the Hereford Zone Recreation & Parks Council.
4. To discuss any grievances or problems with the Chairperson and/or the full-time Recreation and Parks Staff.
5. To promptly correct all misconduct such as profanity, property damage, etc.
6. To fill out all reports that may be required, such as Building Inspection, Accident, Property Damage, etc.
7. To contact the Program Chairperson and the full-time Recreation and Parks Staff immediately in the event of illness or any reason preventing you from carrying out your duties.
8. To assume responsibility for the security of the area(s) used.
9. To obtain the approval of the Recreation and Parks Staff before canceling the program for any reason.
10. To be prompt in the submitting of time sheets at the end of each month.
11. To agree to comply with current Hereford Zone Recreation & Parks Council and Baltimore County regulations as it applies to criminal background checks. To further understand and agree that failure to do so will result in me no longer being considered for this position.

Program Chairperson

Independent Contractor

Date