

CONTRACT for WORKSHOP/SEMINAR

This Contract documents the agreement between Hanson House Retreat Center (hereinafter Hanson House) and _____ (hereinafter Instructor).

What is the schedule for the program?

Opening night dinner is Thursday, classes begin on Friday and go through Sunday and take place from 9:00 am-12 noon and 1:30-4:30 pm. They occur in 1 hour, 3 hour and 6 hour increments.

How does payment for classes work?

Instructors receive \$300 per three-hour class, a \$400 travel stipend plus room and board.

Expenses include accommodations at the retreat center and meals. Instructors are expected to take meals (catered) with the students during the retreat.

Rooms are provided at the retreat center or nearby "bed & breakfast" type housing. Meals are catered by local, independent vendors.

It greatly benefits the instructor to help market and promote their classes through their websites, blogs, social media accounts, etc.

The period of performance under this Contract is from _____ through _____ . Hanson House shall have no obligation for services rendered by the Instructor, which are not performed within the specified period.

If the Instructor is a non-resident alien, payment will not be made until the Internal Revenue Service has assigned an Individual Taxpayer Identification Number to the Instructor and presented to Hanson House.

Other Terms:

In witness of their acceptance of the terms set forth herein, the duly authorized representatives of the parties have executed this Contract this _____ day of _____, 20____.

(INSTRUCTOR):

Signature: _____ Print Name: _____ Date: _____

Address: _____

Email: _____ Website: _____

Phone: _____ SSN or Fed Tax ID No. _____

(Hanson House Retreat Center):

Signature: _____ Print Name: _____ Date: _____

STANDARD TERMS AND CONDITIONS

1. Hanson House hires instructors to teach seminars at our retreat center. Instructors are expected to teach their scheduled classes, mingle with and attend meals with participants.
2. Hanson House provides all housing and meals for Instructors.
3. The Instructor shall not assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior, written approval of Hanson House.
4. Hanson House may terminate this Contract by giving the Instructor at least thirty (30) days written notice before the effective termination date. The Instructor shall be entitled to receive equitable compensation for satisfactory, authorized work completed as of the termination date.
5. If the Instructor fails to perform properly its obligations under this Contract or violates the terms of this Contract, Hanson House shall have the right to terminate this Contract immediately and withhold payments in excess of fair compensation for completed services. The Instructor shall not be relieved of liability to Hanson House for damages sustained by breach of this Contract by the Instructor.
6. The Instructor, being an independent contractor, agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all taxes and other FICA taxes. Hanson House shall have no liability except as specifically provided in this Contract. The Instructor shall comply with all applicable Federal and State laws and regulations in the performance of this Contract including, without limitation, any applicable laws relating to equal opportunity hiring and non-discriminatory performance of this agreement. No person on the grounds of disability, age, race, color, religion, sex, national origin, veteran status or any other classification protected by Federal, state constitutional and/or statutory law shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract.
7. The Instructor shall maintain documentation for all charges against Hanson House under this Contract. These records shall be maintained in accordance with generally accepted accounting principles.
8. This Contract shall be governed by the laws of the State of Vermont. This Contract may be modified only by a written amendment which has been executed and approved by the appropriate parties as indicated on the signature page of this Contract.
9. ***ILLEGAL IMMIGRANTS*** - By signing this Agreement, the Instructor is attesting that the Instructor will not knowingly utilize the services of illegal immigrants and will not knowingly utilize the services of any sub-Instructor that does so in delivery of the services to be provided under this Contract.