

HABERSHAM COUNTY SCHOOL DISTRICT

SECURITY SERVICES AGREEMENT

This Independent Contractor Agreement for security services is between the school and contractor listed below. Examples for use: security personnel for athletic games and other school activity events.

Independent contractors are not employees of HCSD; however, execution of this agreement signifies the contractor agrees to abide by the safety rules, regulations and working conditions of HCSD. Contractor further agrees to maintain the highest standard of professionalism and workmanship in accordance with BOE policies.

Payment for services under this agreement is made by Accounts Payable check; is considered taxable income to the contractor and no federal or state taxes are deducted. Payments are contingent upon receipt of signed agreement and completed W-9, Request for Taxpayer Identification Number and Certification. Payments will be mailed to contractor. HCSD will issue a Form 1099-MISC, Miscellaneous Income, at the end of each calendar year for all compensation paid to contractor totaling \$600 or more as required by IRS regulations.

School Name (Please Print): _____

Contractor Name (Please Print): _____

Contractor Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Date Worked	Service Performed	Start Time	End Time	Hours Worked	Hourly Rate	Amount
<i>Ex. 9/20/2019</i>	<i>Security/Football</i>	<i>6:00 PM</i>	<i>10:00 PM</i>	<i>4</i>	<i>\$ 25.00</i>	<i>\$ 100.00</i>
Total Amount To Be Paid To Contractor						

Agreement Accepted by:

Agreement Approved by:

Contractor Signature *Date*

Principal/Director Signature *Date*

Instructions: School Bookkeeper must verify mathematical calculations and total amount to be paid before sending completed form to Financial Services Office, Attn: Accounts Payable for processing.