



This Non-Exclusive Professional Services Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by and between the University of Montevallo (“University”) and Contractor named below (“Contractor”). The agreement is subject to the conditions as indicated below.

Description of Services Rendered:

Compensation:

Dates of Service (Contract Period):

Contractor is an independent contractor and is not an employee of the University. Contractor is responsible for its own liability insurance and tax filings. Contractor will indemnify, defend, and hold harmless the University and its Board, officers, employees, and trustees from and against any and all claims, suits, judgments, and damages arising out of Contractor’s acts or omissions in the performance of the services provided in this agreement. Contractor may not subcontract any portion of the work without prior written approval from the University.

Contractor is committed to diversity and inclusiveness and to providing a hostile free work environment for the well-being of members of the University community and will abide by University policies, including but not limited to the Harassment Policies, and the Drug Free Workplace Policy. If applicable the Contractor agrees to provide and maintain adequate safeguards to protect covered information in compliance with the University’s Information Security Policy, the Gramm-Leach-Bliley (GLB) Act, the Family Educational Rights and Privacy Act of 1974, as amended (FERPA), the Fair and Accurate Credit Transactions Act (FACTA), and the Health Insurance Portability and Accountability Act of 1996 (HIPPA).

If the compensation provided under this agreement exceeds \$5,000, Contractor agrees to complete the attached Vendor Disclosure Statement and return it with the signed agreement. The agreement is not valid without the Disclosure Statement.

Either the University or the Contractor may terminate this professional services agreement at any time with or without cause upon written notification to the other party. In such an event, Contractor will be paid for the work performed to the date of termination.

This non-exclusive agreement shall be interpreted in accordance with the laws of the State of Alabama and is not binding until signed by contractor and duly authorized University official.

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Mary Ellen Heuton, V.P. Business Affairs  
University of Montevallo

Contractor Printed Name

Budget Account Number:

\_\_\_\_\_

\_\_\_\_\_

Contractor Address:

University Contact Name:

\_\_\_\_\_  
\_\_\_\_\_

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Contractor Phone:

University Contact Phone:

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Contractor Social Security Number (required):