~ Independent Contractors ~

Contract for Services or
Local Engagement Agreement

**Contract for Services** -
For contracts with professional consultants, contractors, etc., please use the Contract for Services.

Example: you have someone coming to facilitate a workshop, consultant, or paying a transcriptionist to accommodate a student with disabilities, etc., use the Contract for Services.

**Local Engagement Agreement** -
For contracts with artists for performance-type services, and you plan to either sell merchandise or advertise the event using the person’s name and image, please use the Local Engagement Agreement Form.

Example: you have someone coming to campus to do a reading (a guest reader), to play a concert or do a performance, use the Local Engagement Agreement. You may want to put up posters or have ads using their name, they may want to sell merchandise (books, CDs, etc.). In the Local Engagement Agreement, the vendor gives you consent to do those things and it has provisions for selling merchandise.

For additional information on contracts, please visit the Office of the General Counsel web page (http://generalcounsel.boisestate.edu/) or call their main number (208) 426-1203.