



COLUMBUS PARKS AND RECREATION DEPARTMENT

P.O. Box 858, Columbus, IN 47202

Telephone: (812) 376-2680 Fax: (812) 378-2892

Date: _____

TO WHOM IT MAY CONCERN:

You are hereby notified that you are being engaged by the Columbus Parks and Recreation Department as a (job title) _____. Your engagement is that of an independent contractor, not as an employee of the Columbus Parks and Recreation Department or of the City of Columbus.

Because of this contractual relationship, you need to be aware of the following:

- You will receive payment for your services without our withholding federal, state, or county taxes, FICA, etc. It is your responsibility to report your income to the appropriate taxing agencies. If you earn over \$600.00 in any calendar year, we will prepare a federal form 1099 for submittal.
- While in this contractual agreement, you will not receive medical, life, or workers compensation benefits: You should seek coverage of your own.
- We will not provide you with uniforms, travel expenses, meals, or other in-kind compensation.

I, the undersigned, do hereby acknowledge that I have read and understand the foregoing.

Name: _____

Address: _____

Social Security #: _____

Signature: _____

(If under age 18, by parent or guardian)