

Instructor Terms and Conditions
(Independent Contractor Contract)
Lifeline Christian Fine Arts Academy

This contract of parties is entered into between Lifeline Christian Fine Arts Academy (hereinafter referred to as 'Company') and _____ (hereinafter referred to as 'Instructor' who by definition is an Independent Contractor) on ____/____/____ under the terms and conditions of joint parties below:

Effective starting date: ____/____/____ **Position held:** _____

Personal Summary

The Instructor is a representing member of the Lifeline Christian Fine Arts Academy. A professional appearance, attitude, and work ethic must be exhibited at all times. Being a Faith based Academy, it is expected that each Instructor conducts himself/herself according to actions honoring of God.

The Instructor is to:

- Arrive/depart at all specified reserved master class times that he or she instructs.
- Collect tuition fees at the start of each month and give to the Director (with teaching log).
- Instruct and follow curriculum, expectations, and assessments he/she and the Director establish.
- Notify all students of any schedule changes/interferences in which the students will need tuition reimbursement or advanced notice.
- Help promote recitals, large groups, extracurricular activities, Fine Arts, camps, etc.
- Use the God given gifts they have to help promote the development of their students.
- Keep Christ at the center of everything.

Completed Forms:

Application _____ Statement of Faith _____ Consent to Background check _____

Instructor Terms and Conditions (Sub-Contractor Contract) _____

Instructor pay:

The Company carries the responsibility of carrying insurance/liability, marketing, providing facilities, and administrating each Instructor. Each Instructor will pay the Company a referral fee (given break down per student) for the services provided by the Company. (Once tuition fees are paid, the Company will reimburse each Instructor their dues.) Each Instructor will be responsible for filing their personal income tax according to Independent Contractor tax rules and regulations. Additional bonuses will be available for an agreed upon amount between the Instructor and Director. Reimbursements will take place at the end of each month. The given breakdown of individual student fees is as follows: \$25 collected (\$13 to staff, \$12 to Academy), \$20 collected (\$13 to staff, \$7 to Academy), \$15 collected (\$10 to staff, \$5 to Academy).

Contract Duration: Under violation of any above provisions, the Company maintains the ability for immediate dismissal of the Instructor, compensating only the days instructed by the Instructor. In the event of a Substitute Instructor substituting for the original Instructor's master class, the substitute will be receiving of the proper portion of due fees for each master class taught. Any Instructor terminating their contractual status with Lifeline Christian Fine Arts Academy must provide a 2 week notice. In addition, once the business relationship is terminated between parties, the Instructor agrees not to provide any service for 2 years to a student that is found through the Company.

The Company and Instructor hereby declare that they understand thoroughly the above provisions and agree to sign to abide by such provisions. They shall each retain a copy of this contract for future reference.

Signature of Instructor: _____

Date: ____/____/____

Signature of Company: _____

Date: ____/____/____