

HOFSTRA UNIVERSITY

Guest Lecturer Contract

Date of Agreement: \_\_\_\_\_  
Hofstra University  
Department or Sponsor: \_\_\_\_\_

Guest Lecturer(s): \_\_\_\_\_  
Check Payable to: \_\_\_\_\_  
(must be individual or full corporate name)

Address: \_\_\_\_\_  
Social Security or  
Tax I.D. Number: \_\_\_\_\_

Booking Agent (if applicable) \_\_\_\_\_

Service to be Provided: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time / Duration of Event: \_\_\_\_\_

Location: \_\_\_\_\_

Compensation: \_\_\_\_\_

1. University shall pay the Contracting Party by University check promptly following the satisfactory performance/completion of the event.
2. Contracting Party on behalf of itself, its agents, and employees, agrees to indemnify and hold harmless University, its trustees, directors, employees, representatives, and agents from and against all claims, damages, losses and expenses including but not limited to attorney's fees, arising out of or resulting from the work herein performed, caused in whole or in part by a negligent act or omission of the Contracting Party, any subcontractor, or anyone directly employed by any of them, regardless of whether or not it is caused in part by a party indemnified hereunder.
3. University reserves the right to cancel this agreement if the services are not rendered on a timely basis.
4. Riders and technical requirements may be attached to this contract and will become part of the contract when signed by the parties.
5. Contracting Party represents that no trustee, officer, employee or any other person affiliated with Hofstra University and having involvement with this contract (1) is affiliated with the Contracting Party, and (2) received, was promised, or will receive anything of value in connection with this contract or performance thereof.

HOFSTRA UNIVERSITY

CONTRACTING PARTY

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Catherine Hennessy

Name: \_\_\_\_\_

Vice President for Financial

Title: Affairs and Treasurer

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_