C O N T R AC T O R A G R E E M E NT

P r i n c i p a l P a r t i c i p a n t

John Alexander

C o n t r a c t o r

Catarina Sorrenson

The Principal Participant and the Contractor agree that the following terms and conditions will apply to the services to be performed by the Contractor under this Agreement.

This Agreement will commence on signing by both parties and will be revised ever 1 month with the provision of all deliverables as set out in the Schedule of this Agreement.

This Agreement is with Your Name Foundation, Not For Profit, Unincorporated Association, Community Based Services, Name Project .

1. S e r v i c e s

The Contractor will provide to Services as set out below in the Schedule of Services, subject to the terms and conditions of this Agreement. The Contractor must provide the Services to ‘Your Name Foundation’ in accordance with the requirements of the schedule. The Contractor shall comply with any direction or instruction by ‘Your Name Foundation’. The Contractor will report to the Principal Participant, or the authorised representative of ‘Your Name Foundation’, as and when requested to do so, in respect of the performance of the Services. The Contractor will comply with all reasonable requests of ‘Your Name Foundation’ to provide information or access required to comply with ‘Your Name Foundation’obligations.

S c h e d u l e o f s e r v i c e s

1. Set up and manage ‘Your Name Foundation’ Not For Profit accounts and
 bookkeeping
2. Ensure operational delivery of accounts monthly
3. Assist with supervising volunteers and contractors
4. P a y m e n t

In consideration for the Contractor providing the Services to ‘Your Name Foundation’, the Principal Participant will make the payment to the Contractor in accordance with the provisions of this clause. Payments will be subject to ‘Your Name Foundation’receiving payments from the Clients. Weekly Invoice 7 days from signing of contract payable with 7 day terms in cash.

3. T e r m i n a t i o n

This Agreement may be terminated by either party, if the Contract shall expire or be terminated for any reason, by the giving of 7 days written notice. This Agreement may be terminated immediately on the occurrence of any one of the following events: (a) upon the cessation of the foundation of either party to this Agreement; (b) the Contractor commits any material breach of this Agreement; (c) the Contractor fails to comply with any relevant regulatory requirement; (d) the Contractor fails to deliver the Services in a quality and timely manner as per the Schedule.

4. C o n f i d e n t i a l i t y

The contractor shall read and sign the Non Disclosure Agreement.

5. P r o p e r t y

All property, including but not limited to documents and copies thereof created by the Contractor under this Agreement, or which came into the possession of the Contractor pursuant to the performance of the Services, are the property of ‘Your Name Foundation’. All such property must be returned to ‘Your Name Foundation’immediately upon termination of this Agreement.

6. F r e e d o m t o C o n t r a c t

The Contractor will be free to enter into contracts with third parties for the provision of services by the Contractor to the third party while this Agreement is in force, subject to the Contractors not being placed in a conflict of interest, or in a possible conflict of interest, as between the Contractor’s obligations to ‘Your Name Foundation’under this Agreement.

7. Na t u r e o f t h e R e la t i o n s h i p

The Contractor and ‘Your Name Foundation’agree that the Contractor will provide the Services to ‘Your Name Foundation’as a Contractor and will not be in the partnership with the Principal for any purposes whatsoever.

8. I n s u r a n c e

The Contractor agrees to perform and observe all obligations and requirements of it by law in relation to the Contractor, including but not limited to, paying all necessary taxes, duties and imposts and taking out and continuing all necessary insurances, including public liability, professional indemnity and compliance with workers’ compensation obligations.

9. I n d e m n i t y

The Contractor hereby indemnifies, and agrees to keep indemnified ‘Your Name Foundation’and its respective participants, workers, contractors, agents, against all losses, liabilities, claims and expenses which arise from: (a) any act or omission of the Contractor in connection with the Services whether at common law, or for breach of statutory duty, or under any other statute or law; (b) any injury or damage suffered by the Contractor; (c) without limiting the above, any act or omission of the Contractor that causes or contributes to any loss, liability, claim or expense being incurred by ‘Your Name Foundation’under or in connection with the Contract. The Contractor shall take out and maintain adequate insurance to cover its obligations under this Agreement.

10. A s s i g n m e n t

The Contractor may not assign its rights and obligations under this Agreement to any other party, without the consent of ‘Your Name Foundation’.

11. V a r i a t i o n

The terms of the Agreement may not be varied otherwise than in writing signed by the Contractor and the Principal Participant.

12. C o m p l i a n c e

The Contractor shall observe all applicable industrial laws and awards in each sphere of its activities in connection with the Services and carry out the Services under this Agreement in accordance with the highest professional standards.

13. G o v e r n i n g La w

This Agreement will be constructed and governed by the law of the state of NSW.

EXECUTED as an Agreement.

NAME printed (Contractor)

...........................................................

Autograph

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NAME printed (Witness)

.........................................................................)

Autograph

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“Signed Original Agreement kept on site, not to be copied or distributed