

EXHIBIT A to FREELANCE WORKER AGREEMENT

Effective Date of Freelance Worker Agreement: _____

Date of Exhibit A: _____

1. DESCRIPTION OF SERVICES

2. DATES/TIMES OF SERVICES

3. LOCATION OF SERVICES

4. FEES

- a. Fee \$
- b. Deposit (if any) \$
- c. Reimbursable expenses (if any) \$

The deposit (if any) is payable within thirty (30) days of full execution of this Agreement. Freelance Worker shall submit a written invoice to RWU within thirty (30) days of the completion of the performance of services hereunder. RWU will mail Freelance Worker the fee and any reimbursable expense promptly following receipt of the invoice. Only reimbursable expenses that comply with RWU policy will be excluded from any income that is reportable by RWU to the IRS. This payment represents the entire financial obligation of RWU under this Agreement or otherwise for the services provided herein.

5. ATTACHMENTS

Any attachments to this Exhibit A must be signed by RWU and Freelance Worker to be effective.

AGREED TO AND ACCEPTED BY:

Freelance Worker

Roger Williams University

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

One Old Ferry Road
Bristol, RI 02809

Date: _____

Date: _____