

Limited Engagement Agreement

U.S. Citizens

LAST UPDATED: 2/8/21



FINANCE & TREASURY

FINANCE.PRINCETON.EDU/FORMS/

TODAY'S DATE

Note: This form should only be used if the supplier is an individual independent contractor operating under a social security number.

Supplier Information

FIRST NAME	MIDDLE INITIAL	LAST NAME	PHONE NUMBER
TITLE		EMAIL	FAX NUMBER

Notice: This Agreement is designed for the *limited* engagement of an academic nature and a short duration presented to the University community. It is not designed for engagements that create a material risk of physical injury or property damage. For these high-risk engagements requiring insurance, the Independent Contractor Agreement form should be used.

This agreement is made by and between The Trustees of Princeton University, a New Jersey not-for-profit educational corporation ("University"), and _____ ("Individual"), and is effective as of this _____ day of _____, _____.

The parties agree as follows:

- 1. ENGAGEMENT: Individual** will appear at _____ on _____ from _____ to _____.
- 2. DESCRIPTION OF SERVICES**
- 3. PAYMENT/TAXES:** University will pay Individual the sum of \$ _____ in U.S. dollars based upon immediate payment terms. University will not pay or withhold federal, state, or local income or other payroll taxes on behalf of Individual. Individual agrees to report and pay all applicable taxes. The University will issue an IRS 1099 MIS form where applicable.
- 4. INDEPENDENT CONTRACTOR: Individual** will be participating in the Engagement as an independent contractor and not as an employee or agent of University.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their respective authorized representatives as of the date first set forth above.

Signatures

The Trustees of Princeton University	
PRINT NAME	TITLE
DATE	SIGNATURE
Independent Contractor	
PRINT NAME	TITLE
DATE	SIGNATURE

§ Please complete this form and return to your department contact.