

Instructor Name ::

Proposed Class | Workshop Title ::

Telephone ::

Email ::

Mailing Address ::

This Class | Workshop is for ::

adults

children

both

Proposed Ages ::

Proposed Dates for Class ::

Length of Class ::

number of days

number of hours per day

This class a ::

summer camp

workshop

ongoing class

Please provide a compelling description of your Class | Workshop for promo materials (75 words or less) ::

Describe your teaching style. Why would students love to take your class / workshop?

Will you be providing art supplies for your class?

yes

no

If YES, what is the per person art supply fee for reimbursement?

Is there anything else you would like students to bring to class?

Will you be using any of The Art Base classroom art supplies?

yes

no

Are there any other special considerations we should know about for this class?

PLEASE EMAIL THE FOLLOWING DOCUMENTS TO HOLLY@THEARTBASE.ORG

3-5 images of the artwork to promote the class (2-5mb each)

bio

resume

headshot

current W-9

Please provide a detailed description or "lesson plan" for you class or workshop



CLASS | WORKSHOP INSTRUCTOR CONTRACT

Class Title ::

Class Dates and Times ::

Actual Paid Time ::

Instructor fee per hour :: \$25 per hour

Travel Fee (if applicable) ::

Per Student Art Supplies Reimbursement Cost ::

Total Expected Payment for Class | Workshop ::

INDEPENDENT CONTRACTOR

Contractor's relationship to The Art Base is one of independent contractor. Nothing in the agreement shall create an employment or agency relationship, nor shall contractor act as an agent of The Art Base unless such representation is outlined in the scope of services. Contractor's services are to be performed solely by contractor, or approved subcontractors, for The Art Base pursuant to the terms of this contract.

CONTRACTOR COMPENSATION

In full consideration of all services performed by contractor as described in this contract, The Art Base shall pay contractor \$25/hour for completion of assigned tasks. If class/workshop is cancelled, instructor will receive no compensation. Contractor must submit a W-9 once per year and an invoice for work performed after the completion of the entire class. In the event a class takes place irregularly (at intervals of one month or more), the contractor should submit an invoice after each class session. Payment occurs within 30 days after contractor has submitted required forms.

By signing below, I agree to the details listed above, as well as the following:

- I agree to assist The Art Base in promoting my class.
- I will arrive at least 30 minutes before the class session is scheduled to start.

Instructor Printed Name ::

Instructor Signature ::

Date ::

Total Cost :: \$ _____ Price per student: _____