

**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: \_\_\_\_\_  
(hereinafter "Services")

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

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

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

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

1. University shall pay the Guest Lecturer by University check promptly following the satisfactory performance/completion of the event.
2. Guest Lecturer has the right to control and direct the means, manner and method by which the Services are performed and shall furnish all materials to perform the Services. Guest Lecturer acknowledges and represents that the relationship of Guest Lecturer to University is that of an independent contractor, and nothing in this Agreement shall be construed as making Guest Lecturer an employee of University or to empower Guest Lecturer to bind or obligate University in any way or as creating any other relationship. Guest Lecturer shall comply with all laws and assume all risks incident to its status as an independent contractor. Guest Lecturer covenants and agrees to pay all applicable taxes, licenses and fees, and such insurance as is necessary for Guest Lecturer's protection in connection with Services performed under this Agreement; no such taxes or fees shall be withheld or paid by University on behalf of Guest Lecturer. No worker's compensation insurance shall be obtained by University covering Guest Lecturer nor shall Guest Lecturer be entitled to any benefits provided by the University to its employees.
3. Guest Lecturer agrees, beginning as of the date of execution of this Agreement, that photographs, whether still or action, videos, film and/or motion pictures (hereinafter "Pictures") and/or audio recordings ("Recordings") may be taken of Guest Lecturer, individually or with others, by or on behalf of Hofstra University in connection with the services to be provided indicated above and agrees that all rights therein shall irrevocably, exclusively, unconditionally, and perpetually belong to Hofstra University and that such rights are freely assignable by Hofstra University.
4. Guest Lecturer agrees that, without any compensation or notification to or approval by Guest Lecturer, the Pictures or Recordings may be used, reproduced or otherwise disseminated or published by or on behalf of Hofstra University directly or indirectly for any purpose, including but not limited to advertising and/or promotional purposes, in any manner, and at any time that Hofstra University desires. Guest Lecturer hereby agrees to release and discharge Hofstra University, its trustees, officers, representatives, employees, agents, licensees, successors and assigns from any and all claims, demands or causes of action that Guest Lecturer may now have or may hereafter have for libel, defamation, invasion of privacy or right of publicity, infringement of copyright or violation of any other right arising out of or relating to any utilization of the Pictures or Recordings.
5. Guest Lecturer 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 (a) 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 Guest Lecturer, 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; (b) Guest Lecturer's failure to perform any of its obligations under this Agreement; and (c) any and all taxes or contributions, including, without limitation, penalties and interest, referenced in paragraph 2.

6. University reserves the right to cancel this Agreement up to seven (7) days prior to scheduled date or if the services are not rendered as per the date(s) and time(s) agreed upon above.
7. Riders and technical requirements may be attached to this Agreement and will become part of the Agreement when signed by the parties.
8. Guest Lecturer represents that no trustee, officer, employee or any other person affiliated with Hofstra University and having involvement with this Agreement (1) is affiliated with the Guest Lecturer and (2) received, was promised, or will receive anything of value in connection with this Agreement or performance thereof.
9. Guest Lecturer warrants that Guest Lecturer fully understands the contents hereof before affixing his/her signature below.

**HOFSTRA UNIVERSITY**

**GUEST LECTURER**

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

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

Name: Catherine Hennessy

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

Vice President for Financial

Title: Affairs and Treasurer

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

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

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