

INSTRUCTOR AGREEMENT

Program: _____

Day/Dates: _____

Site: _____

Description: _____

Instructor Name: _____

Address: _____

Day Phone _____ Evening Phone _____

*The Instructor at the Coweta County Recreation Department act as Independent Contractors. The classes conducted by the Instructor's at the Coweta County Recreation Department are subject to cancellation at the discretion of the Director and Program Director.

Coweta County Recreation Department gives individual instructors a place to hold class; **it is the responsibility of the instructor to inform his/her students that he/she is not an employee of Coweta County.**

*Instructors are liable for information being passed to their students. The Recreation Department is not responsible for calling students in the case of a cancellation due to illness or other problems. We will, however, assist the instructor if needed by placing names on waiting list and e mailing them to the instructor.

*A record of classes and list of students must be kept by all Instructors. These records are to be turned into our office along with payment.

*Must have a total of 10 students.

*Fees are 25% of total revenue collected by the Instructor for classes.

*Fees are due before the end of the month in which the class is taught.

*The Instructor will provide his own insurance policy.

*The county can cancel any activity due to weather or problems that arise.

*The Coweta County Recreation Department has access to free advertisement in the local newspapers and on the radio. It is up to the Instructor to notify the Program Director of any changes in his/her program.

Instructor Signature

Date

Program Director Signature