

Crosstown

Independent Contractor Policy

I understand that as an Independent Contractor, I am not required to perform services or work on company premises at Crosstown.

I understand that Independent Contractors are allowed to perform services simultaneously for several unrelated companies and/or competitors of Crosstown.

I understand that as an Independent Contractor for Crosstown, I am not required to use company provided equipment, tools, materials, or facilities to perform my work. My work is largely done using independently obtained supplies, tools, etc. I invest in and maintain my own facilities and equipment.

I understand that as an Independent Contractor, my business and travel expenses are not reimbursed by Crosstown.

I understand that as an Independent Contractor for Crosstown, I am not required to undergo company-provided training. Specific methods and client-specific requirements may be necessary for me or my employees to properly execute work I accept from Crosstown.

I understand as an Independent Contractor for Crosstown, I may sub-contract a job(s) or hire and pay others to do the work which I accept from Crosstown with prior approval from Crosstown.

I understand as an Independent Contractor, I retain control over hiring, supervising and paying assistants or other workers who work for me and/or assist me with the work I accept from Crosstown. Crosstown will not be responsible for paying these workers.

I understand that Crosstown will not dictate to Independent Contractors a set hours of work. Flexibility of scheduling remains that of the contractor, and this flexibility is my benefit, provided I meet any necessary time constraints required by the customer for the work which I accept from Crosstown.

I understand that I am not required to inform Crosstown of the progress of my work and that any technology used to provide updates may be necessary for Crosstown's clients to have access to information. I understand it is beneficial to inform Crosstown of any exceptions regarding my inability to meet the client's requirements.

Crosstown will provide Independent Contractors instructions from its clients regarding when the customer requires the work to be performed. I understand that Crosstown will not require contractors to perform the jobs and or work in any specific order or sequence. I, as an Independent Contractor, may elect to accept or reject the

work, as well as perform the jobs and work in any order or sequence necessary, provided that the requirements of Crosstown's clients are met.

I understand that as an Independent Contractor, I may provide my services outside the regular business hours of Crosstown.

I understand that as an Independent Contractor of Crosstown, I will be paid by the Job; not by Salary, Sales Commission, and/or Time.

I understand as an Independent Contractor, I can realize an opportunity for profit or loss based my ability to run my own business.

I understand Crosstown does not provide Independent Contractors with: (a) Health and/or Life Insurance (b) Vacation, Holiday, or Sick Pay (c) Retirement Benefits (d) Workers Compensation coverage (e) Bonuses.

I understand that as an Independent Contractor, I will not be supervised by any employee of Crosstown.

I understand that being an Independent Contractor for Crosstown does not constitute a continuous relationship between the company and my business. However, as a contractor, my services may be used in an ongoing relationship for multiple, sequential projects.

I understand that Crosstown reserves the right to terminate the relationship with my independent business, as agreed to in the terms stipulated in the *Independent Contractor – Vendor Agreement*.

I understand, as an Independent Contractor for Crosstown, I can terminate my services with or without potential liability, as allowed under the terms stipulated in the *Independent Contractor – Vendor Agreement*.

I am over 21 years old and eligible to work in the United States.