

CONSULTING SERVICES AGREEMENT

AGREEMENT made by and between Xavier University of Louisiana and _____ (hereafter referred to as "Xavier" and "Consultant").

The parties agree as follows:

STATEMENT OF WORK

The Consultant, with tax ID# _____, shall perform work as set forth in attachment A, under the direction of Xavier University of Louisiana's _____ at such times and places as mutually agreed upon. The Consultant shall not commence any project or services or incur any expenses until instructions are received from Xavier's authorized representative, _____.

COMPENSATION

- (a) Xavier shall compensate the Consultant at the fixed rate of _____ per _____ upon receipt of a satisfactory invoice.
- (b) Xavier shall reimburse the Consultant for travel and other reasonable and necessary costs incurred in, and related to, the fulfillment of work assignments, provided prior approval from Xavier's Representative is obtained. Reimbursement for local mileage shall be according to Xavier's Travel Policy.
- (c) The Consultant shall submit invoices covering all fees and expenses to Xavier's Rep-

ATTACHMENT A