

## **INDEPENDENT CONTRACTOR AGREEMENT**

This Independent Contractor Agreement (“Agreement”) is entered into as of May 13, 2025, by and between:

**Client:** City of Grand Rapids, Minnesota

**Address:** 420 N Pokegama Avenue, Grand Rapids, MN 55744

and

**Contractor:** Mark Gill

**Address:** 807 Wildflower Lane, Sauk Rapids, MN, 56379

### **1. Scope of Work**

Contractor agrees to deliver a five-hour workshop titled “Basic AI” to municipal workers, financial officers, and other interested employees of the City of Grand Rapids, MN, on May 13, 2025.

### **2. Compensation**

Client agrees to pay Contractor a flat fee of \$1,000.00 for the workshop. Additionally, Client will reimburse Contractor for mileage expenses at the City's customary rate.

### **3. Payment Terms**

Contractor will invoice Client upon completion of the workshop. Payment is due within 30 days of invoice receipt.

### **4. Independent Contractor Status**

Contractor is an independent contractor and not an employee of Client. Contractor is responsible for all taxes and withholdings as required by law.

### **5. Confidentiality**

Contractor agrees to keep confidential any non-public information obtained during the course of the workshop.

### **6. Termination**

Either party may terminate this Agreement with written notice if the other party breaches any material term of this Agreement.

### **7. Governing Law**

This Agreement shall be governed by the laws of the State of Minnesota.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**Client:** [Authorized Representative]

Signature: \_\_\_\_\_

Name:

Title:

Date:

**Contractor:**

A handwritten signature in cursive script that reads "Mark Gill".

Signature: \_\_\_\_\_

Name: Mark Gill

Date: 4/11/2025