



**CITY OF BEVERLY, MA
PERSONAL SERVICE AGREEMENT**

This Personal Service Agreement defines the relationship between the City of Beverly as the Sponsoring Agency for the Massachusetts Urban Search and Rescue Task Force (MA-TF1) (hereafter referred to as “the Task Force”) and individuals (hereafter referred to as “Vendors”) that are provided an hourly rate to perform services for the Task Force.

1. Each vendor is responsible for their own transportation to and from the Task Force base of operations.
2. The Task Force, through the City of Beverly Accounts Payable System, will compensate each vendor on a monthly basis upon submission of an appropriate time sheet.
3. The City of Beverly will make no deductions for State, Federal or Local Taxes which will be the sole responsibility of the vendor.
4. If a vendor is compensated more than \$600.00 per calendar year, the City of Beverly will issue an IRS Form 1099 to the vendor.
5. The rate for this agreement is \$ _____/hr. This rate will be reviewed on a regular basis.
6. This agreement is effective until superseded by a new agreement.

Vendor Name (print) _____

Signature _____ Date _____

Mark Foster, Program Manager _____ Date _____