

# Types of Contracts

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- Service Provider Agreement
  - Used for vendors performing on-site or event/commodity-type services on behalf of the University
  - Services are usually provided on a single day or series of days
    - If you hired a face-painter to provide services during a campus event, you would use a Service Provider Agreement.
- Master Service Provider Agreement
  - Used for vendor performing on-site or event/commodity-type services for the University on a frequent or recurring basis
  - Additional statements of work are attached for each event
    - You would use the Master Service Provider Agreement and SOWs when you are working with a caterer whom you will frequently use to provide food for events on campus.
- Performer Agreement
  - Used for speakers or performing artists performing on campus or at a University-sponsored event
- Clinical Affiliation Agreements
  - Used for Bouvé students to perform clinical rotations at healthcare facilities
  - Facilities often require the use of their own templates

- Professional Services Agreement
  - Used for consulting/independent contracting work that is specialized or customized for the University
  - Often involves the development of intellectual property, such as a website or other strategic plan or asset
  - Work usually takes place over a period of weeks or months
    - A consultant or consulting firm developing recommendations for a new degree program would be engaged using a Professional Services Agreement.
- Master Professional Services Agreement
  - Used for consulting/independent contracting work where multiple projects are anticipated with the same contractor
    - A consultant or consulting firm developing website content and strategy in multiple stages would be engaged using a Master Professional Services Agreement. Each different phase of the project would be memorialized by a SOW.
- Short-Form Professional Services Agreement
  - Used for consulting/independent contracting work with a value up to \$3,000
  - Often used for freelance work and short/narrowly defined projects
    - An artist creating a poster to advertise an on-campus concert would be engaged using the Short-Form Professional Services Agreement.
- Photographer/Videographer Agreement
  - Used for photography/videography services at events and for other University purposes
  - Vendors may require that they retain ownership of copyright in their works (but University must receive an exclusive license to use)