



Bushue HR, Inc. Phone: (217) 342-3046
P.O. Box 89 Fax: (217) 342-5673
Effingham, IL 62401 Email: info@bushuehr.com

An Outsourced Risk Management Company Focusing on Human Resources, Insurance, Background Screening and Fingerprinting

January 27, 2020

Attn: Jason Bauer
Pana CUSD #8
14 E. Main
Pana, IL 62557

Dear Mr. Bauer:

Agreement

Agreement made March 1, 2020, between Pana CUSD #8, with principal offices at 14 E. Main, Pana, IL 62557, hereinafter called 'Client' and Bushue HR, Inc. with principal offices at P.O. Box 89, Effingham, IL 62401 hereinafter called "Consultant."

1. Services:

Consultant, as an independent contractor, agrees to provide, during the term of this agreement, the following services:

- **Bushue HR, Inc. agrees to provide Human Resource, Safety, & Insurance Consulting on a retainer basis.**
- **This consulting engagement may consist of participation in meetings, phone, e-mail, or fax as necessary. A complete breakdown of activities to be completed for the above services shall be developed with administration.**

2. Compensation:

- The Client shall pay the rate of \$665 Per Month (Annually - \$7,980) for the period beginning March 1, 2020, and ending February 28, 2021; \$670 Per Month (Annually - \$8,040) for the period beginning March 1, 2021, and ending February 28, 2022; \$675 Per Month (Annually - \$8,100) for the period beginning March 1, 2022, and ending February 28, 2023.

3. Payment Terms:

- Consultant will invoice Client on an annual basis.
- A late payment fee of 5% of the amount due will be charged for any payment after its due date.

4. Term:

The initial term of this Agreement shall commence on the 1st day of March 2020, and end on or prior to the last day of February 2023, provided however that all services can be performed during this time. This agreement may be extended beyond the initial term or any extension term only by the written agreement of both parties.

Client Initial: _____
Office Initial: _____



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5. Designation of Duties:

Consultant shall receive his requests for services to be performed from:

- Jason Bauer, Superintendent or
Pana CUSD #8 School Board

6. Reimbursable Expenses:

The following expenses will be billed to client in addition to compensation:

- Mailing, printing, advertising and reproduction or other expenses resulting directly from performance of services in the Agreement.

7. Indemnification: Limitation of Liability:

Client agrees that any and all loss, liability, demand, suit, expense, or cause of action arising out of consultant's acts or omissions during the performance of the services identified herein shall be limited to a sum equal to the amount paid by client to consultant in connection herewith. Consultant shall not be responsible for any fees, penalties, or fines client receives from Federal, State, or local governmental entities.

8. Attorney Fees:

In the event that a lawsuit is filed by consultant for the collection of any amount due consultant hereunder, the non-prevailing party shall pay the prevailing party's costs and expenses of such suit, including but not limited to reasonable attorney fees.

IN WITNESS WHEREOF, the parties have signed this Agreement:

Consultant _____ Date _____
Client(s) _____ Date _____