

INDEPENDENT CONTRACTOR AGREEMENT

This agreement is made between Airport Shuttle of Phoenix, Texas Shuttle and its affiliates, and _____, an independent contractor. Whereas the independent contractor will perform driving services for Airport Shuttle of Phoenix and Texas Shuttle in exchange for compensation and is subject to the following.

Initial: _____

WORKERS COMPENSATION WAIVER

I am an independent contractor, doing business as _____, and performing work for Airport Shuttle of Phoenix and Texas Shuttle. I am not an employee for workers' compensation, overtime or unemployment purposes. Therefore, I understand I am not entitled to workers' compensation, overtime or unemployment benefits from Airport Shuttle of Phoenix, Texas Shuttle and their affiliated companies. I understand that if I have any employees working for me, I must maintain a workers' compensation policy covering them.

Initial: _____

TAX AND COMPENSATION INFORMATION

Independent contractors are required to fill out a W-9, and paid every two weeks on Friday at 5 pm via check mailed or direct deposit. Compensation is \$20 per hour with no additional pay for overtime. Contractor will work as many hours as needed to ensure all aspects of the position are done well and with no outstanding issues including but not limited to scheduling, dispatching, hiring, training, on-boarding, paperwork, maintenance, vehicle permits, driver approvals and regulatory issues. Maximum pay per week is \$1,200 regardless of the number of hours worked. Hours worked and billed to the company should directly correlate to revenue in the state(s) you work in during each pay period. Total hours are due via text to the designated person(s) on Monday morning prior to payday for the previous two weeks. Any outstanding advances will be paid out of the next payroll all or in part according to management. The cutoff for pay is the Sunday before payday at midnight.

Initial: _____

Independent contractors are not subject to withholding of state or federal income taxes

including social security and medicare, so it would be prudent to save 23% of your earnings just in case you owe anything at the end of the year. 1099s are issued to contractors once per year per federal guidelines and reported annually if they meet certain income requirements. If you do not receive a 1099, then it is to your discretion what to report since filing one is not required under law or the company does not have the necessary information to issue you one. Unlike employees, independent contractors are eligible for work related deductions for items like gas, mileage, maintenance, cell phone, bottled water, meals and entertainment, clothing, etc. We cannot give you legal or tax advice, so please consult a tax professional for more details.

Initial: _____

ZERO TOLERANCE POLICY

Airport Shuttle of Phoenix and Texas Shuttle have a zero tolerance policy prohibiting the use of intoxicating substances or smoking in or around vehicles. Any contractor using intoxicating substances, smoking cigarettes, or failing an alcohol or drug test will be automatically terminated and not eligible for rehire. Contractors will receive a copy of this policy and agree to it prior to employment or contract work. Any contractor suspected by company management of using intoxicating substances will be required to be tested as soon as possible; the company also reserves the right to do random drug and alcohol testing. Contractors will not be able to work until they are tested. Any refusal to testing will result in termination. Coworkers or managers suspecting the use of intoxicating substances by a contractor are encouraged to send us an email or call our main number to report an incident.

Initial: _____

TERMINATION

This agreement can be terminated by either party with or without notice after completed the current work assigned. All interactions with management are for training and scheduling purposes only, and should not be interpreted as control or supervision. Independent contractors with violations, accidents, attendance problems, unprofessional or unethical behavior, bad reviews or complaints, or failing to meet minimum standards for performance according to management will be terminated, and are not eligible for unemployment benefits. Upon termination all company property including vehicles, keys, and proprietary information must be returned immediately, or the replacement cost of the items will be deducted from the contractors final pay. If the value of the items exceeds final pay to the contractor, a police report will be filed for the stolen items if they are not received within 3 business days.

Initial: _____

DIRECT DEPOSIT ENROLLMENT

I, _____, authorize Airport Shuttle of Phoenix, Texas Shuttle, and its affiliates to deposit my pay into the following account. The name on the account must match in order to be verified, which takes Wells Fargo 5 business days and cannot be sped up.

If this form is submitted via email through Hellosign less than 5 business days before payday, this will make your first direct deposit later than Friday at 5pm by the same amount of business days. This is assuming that it's entered immediately the moment you fill it out.

Checks by mail are not recommended because it takes 3-10 days longer than direct deposit for the mail to deliver your check. There are no in-person checks since owners are out of state and managers don't have check writing privileges.

Zelle is a last resort for the first payday, but has limits to the amount of money that can be sent per day, per month, and which banks can receive it, so Zelle may not always be available.

You can temporarily designate another person to receive funds on your behalf, but Airport Shuttle of Phoenix, Texas Shuttle, and its affiliates assume no liability after payments are sent.

9-Digit Routing Number: _____

Account Number: _____

X _____
Independent Contractor

Date: _____