

CONTRACT FOR SERVICES

Agreement entered into this the 19th day of February, 2019 , between The Board of Mayor and Aldermen of the City of Vicksburg (hereinafter “City”) and **Marshalle Luster Hall**, (hereinafter “Contractor”).

NOW THEREFORE, for and in consideration of the mutual promises herein contained and agreements attached hereto, City agrees to hire Contractor as a temporary assistant in the South Ward Alderman’s office, Vicksburg, Mississippi as per the terms contained herein:

1. The terms of this agreement shall be for the period of February 19, 2019 until June 30, 2019 unless otherwise extended as set forth herein.
2. **Marshalle Luster Hall** is an independent contractor and shall not receive any fringe benefits from the City of Vicksburg. Contractor will be responsible for payment of all taxes.
3. Contractor shall work in the South Ward Alderman’s office and have duties such as answering phone calls, clerical duties, sorting and sending mail, preparing letters and documents, filing, scheduling meetings, and other administrative duties as assigned.
4. Contractor shall be paid \$15.00 per hour for a maximum of 15 hours per week, Monday – Friday, excluding holidays. If needed past June 30, 2019, this contract will automatically extend on a weekly basis until terminated by either party. Such extension will be pursuant to the same terms and conditions. Contractor will not have set hours, but will be available on an as- needed basis.
5. This contract may be terminated by either party with or without cause upon one (1) day notice in writing. Contractor will not be entitled to any compensation for early termination of this contract. Notice of termination shall be sent to the following parties at the following address:

City Clerk
1401 Walnut Street
P.O. Box 150
Vicksburg, MS 39181

Marshalle Luster Hall

6. On each Wednesday for the term of this contract, Contractor will provide City with an invoice showing the hours worked. City will pay Contractor’s invoices on the following claims docket. Contractor’s hours shall be approved by the South Ward Alderman or his designee.

7. This contract may be voluntarily entered into and contains the full and complete agreement of the parties. Any modification, change or amendment to this contract must be in writing, signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Contract as of the 19th day of February, 2019.

George Flaggs, Jr., Mayor
City of Vicksburg, Mississippi

Marshalle Luster Hall, Contractor