

-Sam Houston State University-  
Club Sports Program  
**OFFICIAL'S AGREEMENT**

Club Sport \_\_\_\_\_

Event Name: \_\_\_\_\_ Dates: \_\_\_\_\_

Event Location: \_\_\_\_\_

Official's Name: \_\_\_\_\_

Official's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Official's Phone #: \_\_\_\_\_

Official's Email: \_\_\_\_\_

Due to a policy change, all new vendors are required to electronically submit their W-9 through Payment Works. An email link will be sent to the official from Payment Works within a week after the event.

# of Games: \_\_\_\_\_ X Fee per Game: \_\_\_\_\_ = Total: \_\_\_\_\_

Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this document, I (the official) understand that I am agreeing to officiate the said number of games on the above dates for the Club Sports program at Sam Houston State University. I also agree that failure to appear at the designated time and place or failure to find a substitute official will result in forfeiture of any claim to monetary compensation.

Club Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this document, I understand that I am responsible for notifying this official, in a reasonable amount of time, of any changes to the time and location of event. Furthermore, I understand that if a forfeit occurs, I am responsible for notifying official ahead of time or payment will be made to official.

Payment Method (please check one):

\_\_\_\_\_ Payment made to official with personal check from a club team member.

\_\_\_\_\_ List Club Member: \_\_\_\_\_

\_\_\_\_\_ Payment made to official with team check from team checking account.

\_\_\_\_\_ Payment will be sent to official from SHSU Recreational Sports account. Allow 2 weeks after event date for processing.

\_\_\_\_\_ Payment will be made to officials through the league/union office.

Please return this form to Club Sports Office, HKC 104. Copies of this will be given to Club and the officials.