

Services Contract

between

the RWTH Aachen as statutory corporation,

for _____ ,

represented by the Principal or person named by him, Templergraben 55, 52062 Aachen

- Ordering Party -

and

Mr./Mrs. _____

permanent address: _____

place of business: _____
(if not identical to permanent address)

- Contractor -

The Contractor affirms that he does not have an employment relationship with the RWTH Aachen.

1. The Contractor undertakes to produce or perform the work specified in the following:

Contact partner on the side of the Ordering Party is Mr./Mrs. _____

2. The Ordering Party undertakes to pay remuneration of

☐ € _____ per piece/page ☐ € _____ in total,
upon acceptance or following completion of the work, and invoicing by the Contractor is placed.

Only in cases where the Contractor has his permanent residence or place of business in Germany:

- ☐ including any tax portions that may be payable.
☐ plus the statutory rate of turnover tax.

Only in cases where the Contractor has his permanent residence or place of business abroad and specification of the place of performance as being in Germany:

- ☐ plus the statutory rate of turnover tax, which shall be transferred by the Ordering Party.

3. In the event of a longer term of the contract, the Contractor may issue interim invoices following acceptance of part performance.

The remuneration includes all ancillary costs incurred by the party with whom the order is placed.

4. The Ordering Party

- ☐ provides neither rooms nor work equipment.
- ☐ provides rooms in the university and work equipment free of charge
- ☐ with no conditions attached.
- ☐ subject to the following conditions:

5. The Contractor is informed that, in accordance with Art. 8 and the following of the Ordinance concerning Notification dated 7.9.1993 (Federal Law Gazette 1993 I, page 1554), the Ordering Party is obliged to notify the German Tax Office responsible for the Contractor of the remuneration to be paid in accordance with this Services Contract.

6. With the exception of cases of willful or grossly negligent conduct of its staff members, the Ordering Party shall not be held liable for damage or injury to the Contractor arising during or in connection with the execution of this contract. The Contractor is advised that the Ordering Party guarantees no insurance cover for him.

7. The term of the contract shall begin once it is signed in legally binding form by the Ordering Party. The Contractor undertakes to complete the work by

_____ and hand it over to the Ordering Party.

8. For the rest, the provisions of the 7th Chapter: Services Contract (Art. 631 and the following) of the Civil Code shall apply to the Services Contract.

9. The Contractor agrees to the data processing of the information contained in this contract by the Ordering Party for statistical purposes.

52062 Aachen, _____ _____ (Signature of the University Institution)	52062 Aachen, _____ _____ (Date of birth of the Contractor)
52062 Aachen, _____ On behalf of the Principal The Registrar By order _____ (Signature of the Ordering Party)	_____ (Tax number of the Contractor) _____ (Signature of the Contractor)

Bookkeeping office: _____

Turnover tax payment by the Ordering Party: ☐ yes ☐ no

The work to produce under this contract is of scientific nature ☐ yes ☐ no