



DAMMON
ENGINEERING, INC.
Architects & Engineers

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September,8 2015

Mr. Eric Riley

RE: Contract Employment with Damon Engineering

Dear Mr. Riley,

Thank you for taking the time to meet with us regarding contract employment with Dammon Engineering. We were impressed with your resume and credentials and we would like to enter into an agreement for securing your services on a contract/"per project" basis.

Per our discussion, we would like to have you work with us on upcoming projects that we suspect will exceed our manpower capabilities. As the architect of record on such projects, you would work on a contract basis and bill us based on the agreed-upon hourly rate of \$65/hr. All approved payments will be made within 15 days of our receipt of payment from the Owner. You will have direct control over the design; However, our in-house drafting/design support team will provide the necessary drafting. Also, since Dammon Engineering will be in direct supervision and bear ultimate responsibility for such projects, our Professional Liability Insurance will cover any such work performed by you for Dammon Engineering.

At the outset of each project, we ask that you provide us with an estimate of hours required for you to complete the portion of the work assigned to you. If at any time you become aware that your time requirements will differ greatly (i.e. in excess of 10%) from your estimate, please notify us of your concerns and/or provide us with a revised estimate.

Since this is a contract agreement, you will be considered a contract employee during such times as you are engaged with Dammon Engineering. As such, we will not be withholding payroll taxes. As a contract employee, however, you will receive a 1099 at the end of the year.

Again, we thank you for your interest in working with us and we look forward to working on our first project together. If the above terms and conditions are acceptable to you, please sign below.

Sincerely,

Chuck Dammon

David Dammon

Accepted: _____