

Agreement

Between the

MASSEE

And the

Local organizer of the South Eastern European Mathematical Olympiad for University Students with International participation (SEEMOUS)
_____ (organization)

THIS MEMORANDUM OF AGREEMENT is made this July , 2018 between **The Mathematical Society of South Eastern Europe (MASSEE)** and the partner institution _____, and sets forth the relationship and obligations relating to the **SEEMOUS2019** to be held from _____ **March 2019**, in _____.
For organizational purposes **MASSEE** will be represented by the “**International Organizing Committee**” appointed by MASSEE and the partner institution will be represented by the “**Local Organizing Committee**” appointed by the partner institution.

1. TERMS OF AGREEMENT

1.1 DURATION OF AGREEMENT

This agreement applies only to this named event.

1.2 SIMILAR COMPETITIONS

Both parties agree to refrain from sponsoring a directly competitive competition, which addresses the same subject matter and the same target, or a competition that could be considered to be the same competition, but of a different name, during the year 2019.

1.3 APPROVAL OF THE AGREEMENT

The Competition will be planned and conducted according to **International Organizing Committee** bylaws, rules, and procedures. The Competition fees and planning documentation should be submitted and approved in advance by the **International Organizing Committee**. The **International Organizing Committee** is chaired by the President of MASSEE who is also the Chair of the Competition or his representative.

2. THE COMPETITION COMMITTEE

2.1 LOCAL ORGANIZING COMMITTEE

The **Local Organizing Committee** is the entity, which bears full responsibility for establishing the plan for the Competition, obtaining approval of the plan from the **International Organizing Committee**, and managing the Competition on behalf of **MASSEE**. The **Local Organizing Committee** is chaired by the **President of the partner organization forming the Local Organizing Committee or its representative**. The contact person that will act on behalf of the **International Organizing Committee** will be the chair of the Committee and the

representative and contact person of the **Local Organizing Committee** will be _____ at the _____ Organization.

2.2 COMPETITION TREASURERS

The Competition Treasurers shall be:

- the treasurer of MASSEE.
- a member of the **Local Organizing Committee** (for collecting fees).

3. BUDGET

3.1 BUDGET – Contribution of the two parties

The **Local Organizing Committee** will undertake the following operating expenses:

- Competition Programme printing
- Problem booklet printing
- Competition bags and name badges for the participants
- Posters (design and printing)
- Free use of Competition site and facilities
- Welcoming dinner or reception on _____ (evening of arrival day)
- Local transportation from the official accommodation to Competition site
- Excursion
- Accommodation and subsistence for 1 representative of MASSEE(International Organizing Committee) plus the president of MASSEE.

The **International Organizing Committee** will contribute to the operating expenses by allowing the **Local Organizing Committee** to keep 80% for each participant's registration fees for the Competition.

- The design of the Certificates of Participation and Awards will be done in cooperation with the local organizer and all certificates will have the signature of the president of MASSEE and the local organizer representative.

3.2 SPONSORS

The **Local Organizing Committee** is responsible for finding local sponsors. The logos of the sponsors will be included in MASSEE website (www.massee-org.eu) and in all printed material that will be distributed during the Competition. The purpose of the sponsoring money is for the organizational expenses of both the International and Local Organizing Committees.

3.3 COLLABORATORS

The Local Organizing Committee could propose local collaborators and they will be mentioned as collaborators.

3.4 COMPETITION FEES AND PRICES

3.4.1 DETERMINATION OF FEES

Accommodation fees, to be charged for all categories of registrants at the Competition, will be determined by the **Local Organizing Committee**.

3.4.2 REGISTRATION AND ACCOMMODATION FEES

The registration fee for the Competition will be as shown below. 80% from each registration will be retained by the **Local Organizing Committee** for covering part of the operating expenses. The registration fee will contribute towards covering the participation to the competition, competition bag, coffee breaks and lunches, welcoming and farewell dinner, excursion, competition printings. The 20% of the registration fee will be transferred directly to the MASSEE bank account, within one month after the Competition.

Registration Fees:

A. **Participants from MASSEE member-countries: 20 Euro.**

B. **Participants from non-MASSEE member-countries: members fee plus 50 Euro.**

C. **Observers and accompanying persons: members fee plus 100 Euro.**

The registration fee does not include accommodation and subsistence during the competition days.

Accommodation and Subsistence ceilings:

300 euro per student or teacher for double or triple rooms (5 nights FB)

400 euro per student or teacher for single room (5 nights FB)

4. INTELLECTUAL PROPERTY

4.1 OWNERSHIP OF THE NAME “FULL COMPETITION TITLE” AND “COMPETITION ACRONYM”.

The two Parties agree and acknowledge that **MASSEE** is the exclusive owner of all rights, titles and interests of the names “**South Eastern European Mathematical Olympiad for University Students** and “**SEEMOUS 2019**” worldwide, including, without being limited to, all trademarks, service marks, certification marks, and association marks rights.

5. MANAGEMENT OF COMPETITION ACTIVITIES

5.1 MANAGEMENT SERVICES

Any professional, administrative, or management services required, which will not be provided by volunteers, may be provided by paid staff and shall be treated as a Competition expense, which will be paid by the **Local Organizing Committee**.

5.2 ANNOUNCEMENTS

All announcements that concern the Competition will be made by the **Local Organizing Committee**.

5.3 SEEMOUS REGULATIONS

The Local Organizer has the obligation to apply the SEEMOUS regulations as provided by MASSEE and annexed to this agreement.

The Competition programme will be designed and printed by the **Local Organizing Committee**.

After the **International Organizing Committee** approves both the Competition programme and the problem booklet the **Local Organizing Committee** will proceed with the printing. All expenses will be covered by the **Local Organizing Committee**.

5.4 INVITED SPEAKERS

The Competition will be opened by an official invited by the **Local Organizing Committee**.

5.5 INTERNATIONAL ORGANIZING COMMITTEE

The International Organizing Committee will collaborate in its best possible way with the **Local Organizing Committee**.

5.6 PROMOTIONAL ACTIVITIES

The official website of MASSEE is www.massee-org.eu supported by MASSEE will be linked with the website of the Local Organizer. All information about the Competition will be posted in both websites. The participants will be able to register online through the Local Organizer’s website. List of registered participants will have to be sent to the International Organizing Committees and the treasurer of MASSEE. The **Local Organizing Committee** will be responsible for invoicing and collecting the registration fees.

5.7 GRAPHIC EQUALITY

All advertising material (posters), competition programme, and all calls for participation will feature the logos of the **MASSEE** and **SEEMOUS**. The logo of SEEMOUS will be provided to the **Local Organizing Committee** and the logo of MASSEE will be provided by the **International Organizing Committee**.

6. TERMINATION

- 6.1 This Agreement cannot be terminated without cause except by mutual agreement.
- 6.2 This Agreement will be terminated on 30th April 2019 provided that all pending financial arrangements are settled.
- 6.3 Upon termination of this Agreement, the _____, can not use, license, create derivative works, or exploit in any way the jointly owned works without the written consent of the MASSEE.

MASSEE:

Name:
 Title: (president of MASSEE or MASSEE representative)
 Address:address of MASSEE

Signature: _____ Seal:

_____ **Host organization**

Name:
 Address:

Signature: _____ Seal:

(all pages of the contract have to be initialized by all signatories. The contract is made in 2 original copies. Each signatory keeps one original copy)