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## ACI Event of the Year 20??

This is an agreement between:

**Amicale Citroën Internationale (ACI)**

and

**The Organising Committee of the ACI Event of the Year (EOTY or ICCCR)  
for 20??**

### **Parties Involved**

- Automobiles Citroën (AC)
- Amicale Citroën Internationale (ACI)
- Organising Committee of the Event of the Year (EOTY / ICCCR Organisers)
- Board of the ACI

### **Signatories**

- President of the ACI:

Enter Name .....

- Authorised representative of the Organising Committee of the EOTY or ICCCR:

Enter Name .....

### **Context of the Agreement**

- ACI Statutes.
- Funding agreement with Automobiles Citroën.
- Records of previous Events of the Year and International Citroën Car Club Rallies.

## **Preliminary Procedures**

- See Appendix A, "GUIDELINES" - Before an event is eligible for consideration for EOTY / ICCCR status the event organisers must agree to abide by a basic set of guidelines for an EOTY or ICCCR as defined by the ACI.
- EOTY / ICCCR organisers are obliged to ensure that their event conforms to all local and national law and, if applicable, is registered for VAT.
- Once an event has been selected by the Delegates, the ACI will confirm that selection to the organisers of the EOTY / ICCCR to AC and its affiliates and to all ACI Delegates.

## **Responsibilities of the ACI**

- The ACI and AC will provide the EOTY with a package for external communications which will contain the official logo of the ACI and AC.
- Within thirty days of the receipt of financial support from AC, the ACI will transfer to the organisers of the EOTY 20% of the total sum allotted to the EOTY / ICCCR.
- In exceptional circumstances and at the Board's discretion, with a signed EOTY / ICCCR agreement, the ACI may advance small sums to events organisers to fund necessary early expenditures prior to the ACI receiving the funds from AC. Any such advance will require the organisers to supply appropriate relevant invoices and/or receipts at the time.
- The ACI will assist the EOTY / ICCCR in spreading information about the event to delegates and clubs around the world and will help communicate official information released by the EOTY / ICCCR to other agreed parties.
- The ACI will monitor the progress of the EOTY / ICCCR according to a defined process and criteria for completion before, during and after the EOTY / ICCCR.
- The ACI will provide information concerning the EOTY / ICCCR to AC upon request.
- The ACI will ensure the transfer of financial support to the EOTY / ICCCR according to an agreed schedule and subject to agreed completion criteria. If one or more of those criteria are not met the ACI may withhold payments to the Organisers of the EOTY / ICCCR at the discretion of the Board
- The ACI will assist the organisers of the EOTY / ICCCR with expertise gained from previous events.

## **Responsibilities of the Organisers of the EOTY**

EOTY Organisers will create a dedicated, interactive website no later than three months after being selected as an EOTY and no later than twelve months after being selected as an ICCCR. The website must be available in at least three languages, English, French and German in addition to local languages.

The website should afford participants the facility of on-line registration at least 12 months prior to an EOTY and 24 months prior to an ICCCR.

- The website will be updated and maintained regularly to ensure all current information is available in each of the three required languages.
- Organisers of the EOTY / ICCCR will provide the ACI Board with regular information and updates on the following:
  - Progress in establishing the EOTY (including the site and facilities);
  - Financial Budget;
  - Registration numbers and income;
  - Sponsors;
  - Any changes in organisational structure or personnel;
  - Program;
  - Relations with AC or local Citroën affiliates/distributors.
- Organisers will provide regular information updates for communication to ACI Delegates. Initially this information will be required monthly. Within 6 months of the event, information updates will be required at least every two weeks - and more frequently if possible.
- All EOTY/ ICCCR publicity materials must be approved by the Communications officers of the ACI - who will themselves seek any necessary AC approval - prior to public circulation. Organisers must include the current ACI and AC logos in all official communications regarding the EOTY / ICCCR. Publicity materials include (but are not limited to) the following: Posters, Flyers, Brochures, Roll-Ups, Banners, Press Releases and the EOTY / ICCCR Website.
- The ACI will supply a “Facts and Figures” analysis form to the Organisers. The Organisers will return the completed form to the ACI Board within three months of the end of the event.

- Organisers will supply financial documents and final settlement of accounts within six months following the event.
- Organisers will contribute to the ACI 30% of any profit derived from the EOTY/ ICCCR to a maximum of 5000€ within nine months after the event. The amount of the contribution is negotiable based on the circumstances of individual events.

### **Dispute Settlement**

This agreement is governed by the substantive and procedural laws of France and the parties agree to submit to the exclusive jurisdiction of, and venue in, the courts in Paris in any dispute arising out of or relating to this agreement.



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## ACI Event of the Year 20??

### Statement

We the undersigned agree to abide by this agreement governing the organisation of the ACI EOTY / ICCCR for the year 20??

**On Behalf of the ACI**

**On Behalf of EOTY 20??**

Signature: ..... Signature: .....

Position: ..... Position: .....

Date: ..... Date: .....

Name: ..... Name: .....