**Memorandum of Understanding (MOU)**

The following general principles describe the proposed working arrangements in relation to the memorandum of understanding.

Parties to the memorandum of understanding

|  |  |
| --- | --- |
| Festival/organisation | Name    Address |
| Partner group/organisation | Name    Address |

Details of the project

|  |
| --- |
| Proposed dates of the project    Description of the project    Specific commitments from both parties |

Operating principles

* The two parties agree, in good faith, to work together to ensure that the project/programme is delivered (as per specification above).
* The two parties agree to commit to the specific commitments and above dates for the development and creation of the project/programme.
* The memorandum of understanding is considered by both parties as an agreement that sets out the terms of a proposed working relationship, subject to all monies being secured for the project/programme.

Period of the memorandum of understanding

The memorandum of understanding will operate from the date of signing to the       day of the      month 20     .

Declaration of agreement

Name of festival organisation       Name of partner group/organisation

Position       Position

Signature       (typed signature acceptable) Signature       (typed signature acceptable)

Date       Date