

National Convention Agreement

WHEREAS, the Model A Ford Club of America (hereinafter referred to as "MAFCA") has selected _____ (the host organization) (hereinafter referred to as the Host Group) for the 20____ MAFCA National Convention, and whereas, certain items regarding this Convention shall be the responsibility of MAFCA and other items regarding this Convention shall be the responsibility of the Host Group.

IT IS HEREBY AGREED AS FOLLOWS:

The 20____ National Convention will be held _____, 20____ through _____, 20____. The Host Headquarters facility shall be _____ (Facility Name) _____ (Facility Address) _____ (Facility City/State/Zip)

1. Participation. All attendees at the MAFCA National Convention must be MAFCA members. MAFCA's office staff will work with the Host Group to assure this requirement is met.
2. Requirements. The Vice President will represent MAFCA in dealings with the Host Group regarding this National Convention. In case of disputes, final decisions will be made by MAFCA's Board of Directors. A Chairperson shall be appointed from the Host Group and shall be the principal contact between the Vice President and the Host Group. This person shall be responsible for complying with all requirements stated herein and shall coordinate through periodic communications all aspects of the National Convention to the National Vice President. The Host Group shall provide to MAFCA minutes of all steering committee meetings. Beginning 12 months prior to the National Convention, a current financial statement shall be provided to MAFCA monthly. The MAFCA Vice President shall approve all contracts over \$1,000 prior to their being signed by the Host Group. The MAFCA Board of Directors shall approve the final schedule of activities before publication in *The Restorer*.
3. Car Judging. MAFCA, with assistance from the Host Group shall have responsibility for the car judging, including appointment by the MAFCA Board of Directors of the Chief Judge. The Host Group shall appoint the Car Judging Coordinator. Car judging awards will be given according to the MAFCA policy on National Judging Awards (Part III, Section 6), with trophies supplied by the Host Group. Appropriate trophies will be furnished by the Host Group. The MAFCA Award of Excellence plaques will be supplied by MAFCA.
4. Fashion Judging. MAFCA, with assistance from the Host Group, shall have responsibility for the fashion judging, including appointment by the MAFCA Board of Directors of the Chief Judge. The Host Group shall appoint the Fashion Judging Coordinator. Fashion judging awards will be given

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according to the MAFCA policy on National Judging Awards, (Part III, Section 7 Addendum). Awards will be supplied by the Host Group, and will be approximately equal in value to those used in car judging. The MAFCA Award of Excellence pins will be supplied by MAFCA.

5. MAFCA Booth. MAFCA is to be provided appropriate facilities for the sale of National Club publications, accessories, wearing apparel, tickets, etc.

6. Events. Unless specifically waived in writing by the MAFCA Board of Directors, the following events will be conducted at this Convention in accordance with MAFCA's Policy Manual and policies in effect for the Convention:

- Jack Payton Award
- Welcome Party
- Car Judging
- Car Judges Meeting
- Car Seminars
- Swap Meet
- Model A Ford car show
- Mandatory Tour (as per current Judging Standards)
- Gymkhana*
- Era Fashion Judging
- Fashion Judges Meeting
- Era Fashion Show
- Era Fashion Seminar
- Marshall and Veta Lewis Award
- Presidents Reception (by invitation)
- MAFCA National Board of Directors Meeting
- Awards Presentation Banquet (evening event)
- EFC and JSC committee meetings, if requested
- Car Judging School
- Seminars (List proposed subjects)

- YOUTH EVENTS (List proposed subjects)
- Merle Smith Award
- Youth Driving Award (recommended unless prevented by insurance requirements)

OTHER EVENTS, TOURS AND/OR MEETINGS
(including Body Style Group and Special Interest Group Meetings)

* Gymkhana events must be conducted in a way to protect participants and spectators from any injury.

National Conventions shall not include any event, activities or awards other than those listed unless approved by the MAFCA Board of Directors

The MAFCA Policies for the above events may be modified by the Board of Directors prior to the Convention. The Host Group agrees to conduct the event and/or award in accordance with the MAFCA policy in effect as of the date of this Agreement, except upon mutual agreement between both parties.

7. Finances.

- A. If requested, MAFCA may provide a loan of up to \$8,000.00 to the Host Group for the initial financing of this Convention. This loan will be provided in two (2) installments. The first installment will be provided after the bid has been accepted and this agreement has been signed but not any earlier than five years prior to the date of the event. The second installment will be provided after MAFCA's Board of Directors' preliminary approval of the Host Group's convention budget. This \$8,000.00 is a loan and must be repaid to MAFCA within 90 days after the Convention. Host groups are expected to increase this amount by 10 percent of their profits, up to \$1,000. All other funding will come from the Host Group. Any profits made after repaying MAFCA's loan will be retained by the Host Group. Losses incurred by the Host Group, excluding State and Federal income taxes, penalties, and interest, will be assumed by MAFCA provided the Host Group requests such in writing and provides complete accounting records of the Convention to MAFCA for its review. The Host Group shall determine if a facility visit is necessary for the National Vehicle and/or Era Fashion Chief Judge prior to the Convention. The costs of such visits shall be the responsibility of the Host Group.
- B. MAFCA will provide all special National plaques and Awards such as Payton Award, Marshall & Veta Lewis Award, MAFCA Award of Excellence, radiator plaque and the Fashion Award of Excellence pin. All other expenses shall be budgeted for and financed through the meet funds. These include but are not limited to; transportation, all food; beverages; favors; trophies; plaques; audio-visual equipment; entrance fees; telephone, postage and other expenses of the car and fashion chief judges (up to \$500, or as agreed to between the chief judges and Host Group); gratuities; meeting room charges; etc. Travel expenses for the car and fashion chief judges to preview the meet site (as requested and approved by the MAFCA Board of Directors) will be the responsibility of MAFCA.
- C. A budget and financial report shall be supplied to MAFCA by the Host Group on a regular basis as mutually agreed between the Host Group Chairperson and MAFCA Vice President. A final financial and administrative report shall be submitted to the Vice President within 90 days after the Convention.

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- D. All monies raised by the Host Group for the purpose of funding the National Convention (raffles, auctions, etc.) shall be considered part of the National Convention funds, and as such shall be included in all financial statements. Fund raising programs shall be presented to the National Board for approval prior to their use.
8. General Comprehensive Liability Insurance. MAFCA will extend insurance coverage within the limits of the coverage then in force with the National Club. MAFCA will notify the Host Group of any changes in its insurance coverage or carrier. Additional insurance, if needed, shall be purchased by the Host Group. MAFCA will provide a Certificate of Insurance upon request.
9. Publicity. An active publicity program shall be planned for *The Restorer*. An article and/or other information shall be included in each of at least the six issues prior to the Convention. Registration forms are to be published in *The Restorer* (generally in the Sept/Oct issue). This publicity program shall be coordinated with The Restorer Editor.
10. Agreement. This agreement shall not be altered, changed, or modified, except that it be done in writing and signed and agreed by both parties.

Each party fully understands all of the provisions herein and all of the said terms represent and constitute the entire understanding between them. In addition, each party has read this National Convention Agreement and agrees to the contract by affixing his or her signature as indicated below.

MODEL A FORD CLUB OF AMERICA, INC.

Date _____ By _____
President

Date _____ By _____
Vice President

HOST GROUP

Date _____ By _____
President

Date _____ By _____
Convention Chairperson

By _____
Convention Co-Chairperson