

National Awards Banquet Agreement

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

IT IS HEREBY AGREED AS FOLLOWS:

The _____ National Awards Banquet will be held _____, _____, _____ **(month) (day) (year)** through _____, _____, _____ **(month) (day) (year)**. The Host Headquarters Hotel/Motel will be

_____ **(name)**

_____ **(address)**

Requirements. Registration shall be open only to MAFCA members and their guests. The Vice President will represent MAFCA in dealings with the Host Group regarding this National Meeting. The Host Group shall establish a work committee to handle and direct the activities. A Chairperson shall be appointed and shall be the principal contact between the national Vice President and the Host Group. The Chairperson shall be responsible for complying with all requirements stated herein and shall actively coordinate with the MAFCA Board through the Vice President all aspects of the Meeting, as necessary. The Host Group shall provide to MAFCA minutes and financial reports of all steering committee meetings. 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*.

The following events shall be conducted at this Meeting in accordance with MAFCA's policy:

- (a) An all day meeting of the MAFCA Board of Directors to be scheduled the day prior to all activities (normally Thursday).
- (b) An open meeting for the general membership. No other activities shall be scheduled to conflict with this event.
- (c) An evening banquet which will include the formal installation of Officers and Directors, presentation of awards and recognition of special contributions to MAFCA and the hobby.
- (d) Activities shall be planned for family interest and participation, and shall include at least one seminar on the Model A. It is recommended, but not mandatory, that the event also include tours and a fashion seminar. Final schedule approval shall be done by the Board before publication in *The Restorer*.
- (e) Registration shall be open only to MAFCA members and their guests.

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- (f) The National Club to be provided the space and table for the sale of National Club publications, accessories, tickets, wearing apparel, etc.
- (g) An all day open meeting of the Era Fashion Committee and the Judging Standards Committee, if requested by the Committee Chairs at least 9 months in advance. These meetings shall not be scheduled the same day as the MAFCA Board of Directors meeting.

Financial.

MAFCA shall, if requested, provide an initial financing loan up to \$4,000 upon presentation of a budget which reflects a reasonable number of attendees and MAFCA's representative agreeing to all financial information. MAFCA will provide all national plaques and awards to be presented at the Meeting with all of the remaining funding to be the responsibility of the Host Group. The initial financing loan is to be repaid to MAFCA from proceeds from the meeting within 90 days of the conclusion of the meeting. Any money remaining, after repaying the loan from MAFCA, is to be retained by the Host Group as no additional payments to MAFCA are required. 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.

Plaques and Awards.

MAFCA will provide all National Plaques and Awards. All other expenses shall be financed through the Meet expenses. These include but are not limited to transportation, all food, beverages, favors, audio-visual equipment, printing, signs, shipping, professional services, function entrance fees, gratuities, meeting room charges, etc.

Insurance.

Liability insurance shall be provided by MAFCA to cover the National Awards Banquet within current coverage and limits then in force. Additional insurance if required will be provided by the Hosting Group.

Publicity.

The official announcement of the Meeting will be at the previous year's National Awards Banquet. A word on location and dates is all that is necessary to announce the next National Meeting. ***The Restorer*** publicity program shall be coordinated with the Editor.

Announcement should be made with photos and planned scheduled activities in the May/June issue of the meeting year. If registration form is completed by the May/June meeting year issue, it should be printed in ***The Restorer***. A final blitz for the National Awards Banquet should be in the September/October issue of ***The Restorer***, along with another registration form.

Additional publicity may be done at any of the various Regional Group meets, Divisional meets and National Convention.

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Contract. This contract 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 Meeting Agreement and agrees to the contract by affixing his or her signature as indicated below.

MODEL A FORD CLUB OF AMERICA, INC.

By _____
President **Date**

By _____
Vice President **Date**

HOST GROUP

By _____
President **Date**

By _____
Chairperson **Date**

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