

AGREEMENT

Between

EUROPEADE, International Non-Profit Organization with registered office at 167 bus 6 Potterstraat, BE-9170 Sint-Pauwels, of which the Memorandum of Association was published in the Annexes to the Belgisch Staatsblad on 5 August 2014, and registered in the Crossroads Bank for Enterprises under number 0474.915.760,

Represented hereto by Mr Armand De Winter, President of the board of directors IEC. Hereinafter referred to as the **"INPO"**

And

The **CITY OF TURKU**, represented by city mayor,
Hereinafter referred to as the **"CITY"**

The following is set out:

- On the initiative of the INPO, the Europeade, an event featuring European folk culture (hereinafter referred to as the "Europeade"), will take place at 2017 from Wednesday 26 July to Sunday 30 July.
- The purpose and objectives of the Europeade are set forth in the Constitutional Act of 15 November 1997, a copy of which is attached to the present agreement as Annex 1.
- The concept and central organization of the Europeade is in the hands of the INPO, acting through its International Committee (hereinafter referred to as the "IEC").
- The CITY may delegate all or part of its practical organizational tasks to the Local Organization Committee (LOC). The composition of the LOC is set up by the CITY.
- In all circumstances, the LOC shall act on the instructions and responsibility of the City.
- The parties wish to make binding arrangements in the present agreement with respect to the planning and organization of the Europeade and to establish their respective responsibilities, in a spirit of constructive collaboration.

Therefore the following is agreed:

General

1.1 Organization

The organization of the Europeade shall be a joint initiative of the INPO and the City. The City shall assume, through the agency of the LOC, the organization of the Europeade in accordance with the provisions set out below and in accordance with the principles of good governance. To this end, the INPO shall pledge its full cooperation both in the preparations and during and after the event proper.

1.2 The program of the Europeade shall be comprised of the following items:

1.2.1 On Wednesday 26 July, optional:

- a regional welcoming night; organized by and under the responsibility of the CITY

1.2.2 From Thursday 27 until Sunday 30 July:

1.2.2.1 a regional and international press conference

1.2.2.2 continuous performances in streets and squares and in churches or concert halls

1.2.2.3 an opening show

1.2.2.4 European choral and vocal music concert: an indoor show with folk chorales reflecting the folk culture of the participants' respective countries of origin

1.2.2.5 a special event for children and young people, the subject of which will be decided jointly by the INPO and the CITY.

1.2.2.6 the Europeade village: a permanent forum of stalls where the participating cities and groups can present themselves to the public; all former and candidate Europeade cities can take part and local arts and crafts or other appropriate exhibitors proposed by the CITY.

1.2.2.7 workshops for children in collaboration with and under the supervision of the IEC

1.2.2.8 a Europeade party where the participating groups and the local population can

meet and get to know each other; the musical background will be provided by a number of bands recruited by the INPO as well as by the CITY where necessary

1.2.2.9 a festive parade through town by all the participating groups

1.2.2.10 a religious service, if possible ecumenical

1.2.2.11 an official reception by the CITY of representatives of the participating groups (maximum two delegates per group), official visitors and press

1.2.2.12 a closing show

1.3 Admission fees

Any and all revenue from the admission fees shall be exclusive property of the CITY. All proceeds from the events and shows in the form of admission fees shall be handed over to the CITY. All participants in the Europeade and official visitors (as defined under 2.5 below) shall have free admission to those events and shows.

1.4. Technical rider

The CITY undertakes to comply as best it can with the basic technical rider (Appendix 3). The detailed technical information/performance will be discussed with the representatives of the Local Organization Committee on the site visits. Major changes to this document must be decided during the preparatory work visits in consultation between the CITY and the INPO.

2. Preparations

2.1 The INPO shall select a list of folk groups that are eligible for participation and shall send invitations to those groups by circular letter.

The maximum number of participants who may be admitted shall be decided jointly by the CITY and the INPO according to the available organizational facilities in terms of accommodation, meals, etc. This maximum number shall not exceed 6000 persons.

2.2 The terms of registration and acceptance of the participating groups shall be established by the INPO.

2.3 The registration fee shall be €120 per participant for adults and €75 for children under 13.

2.4 The closing date for registration shall be 31/03/2017.

2.5 The groups that have been accepted for participation shall pay the registration fee for their participating members to the treasurer of the INPO. Half of the fee shall be payable by 01/03/2017 and the balance by 01/05/2017.

2.6 The INPO shall send the final list of accepted registrations to the CITY by 15/04/2017.

2.7 Upon receipt of the registration fees, the INPO shall transfer the sum of €80 per adult participant and €50 per child under 13 and belonging to a children's group to the CITY in two installments: 50% before 15 June 2015 and 50% 1 month after the close of the Europeade. The remaining balance of the registration fees received, namely €40 per adult and €25 per child under 13 and belonging to a children's group, shall be used by the INPO to cover the administration, logistical and operating expenses for the preparation and performance of the events during the Europeade.

2.8 The INPO shall appoint a director who shall bear final responsibility for the whole artistic side of the organization and each of the program items. He shall coordinate all productions, performances, meetings and shows. The director shall be assisted in these duties by a team of co-workers appointed by him.

3. Responsibilities of the CITY

3.1 Preparations

3.1.1 The CITY shall also take care of the accommodation expenses of the IEC members and the production staff for every working visit in preparation for the Europeade. Each visit shall be discussed beforehand with the President of the INPO and the CITY.

The travelling expenses for these visits shall be paid by the INPO.

To be anticipated: three visits of four persons for two nights.

3.1.2. The IEC shall hold its General Meeting in March 2017 in the organizing city and this at the expense of the IEC. The CITY will arrange hotel reservations, meals and conference room, in common agreement between the CITY and the INPO.

3.2 Accommodation (annex 3)

3.2.1 The CITY shall, to the exclusion of INPO, be entirely responsible for the accommodation of the participants. It shall provide all participating groups with suitable accommodation consisting of (field)beds, chairs and storage space for clothes, as well as adequate hygiene and sanitation facilities such as showers and toilets in proper working order. The INPO shall require the participants to bring their own sleeping bags and/or bedclothes and blankets. For the older participants, the CITY will provide 10 % 'normal' beds instead of camp beds.

In exceptional cases where a group, due to circumstances, does not have those materials, the LOC shall supply them at a charge, payable directly by the group.

3.2.2 The groups of children and adolescents under 13 shall be accommodated in one and the same building which is adapted to their needs and shall be reserved exclusively for them, in the sense that no adult groups must be housed in this building. One room in this building shall be reserved for a representative of the INPO.

3.2.3 For groups that have to make a very long journey to and from the Europeade, the CITY shall arrange for them to be provided with one or two days' extra accommodation – at their own expense – before or after the Europeade.

3.2.4 The CITY shall, at its own expense, arrange for suitable hotel accommodation for the members of the INPO and the IEC, the production staff, the government representatives and guests of honour invited by the INPO and the City, and the accredited representatives of the written and audiovisual press (hereinafter referred to as the "official visitors"), up to a maximum of 75 double rooms for five nights. The list of official visitors shall be drawn up by the INPO, in common agreement between the CITY and the INPO. The INPO shall ensure that the official visitors announce the exact period of their stay by 15 April 2017.

3.2.5 The CITY will meet the actual accommodation expenses from Monday 24 July to Wednesday 26 July for the members of the IEC (approximately 10 persons) who are present earlier for organisational reasons.

The CITY will provide accommodation from Monday 24 July to Wednesday 26 July for the production assistants who have to arrive earlier for organisational reasons.

3.3 Performances

3.3.1 For the purposes of performances and shows, the CITY shall make secured lockers and changing rooms available to the groups, as well as accommodation for music and dance rehearsals.

3.4 Meals

3.4.1 The CITY shall provide all participants and official visitors with breakfast and two meals, of which one hot meal, per day for the duration of the Europeade. The first hot meal shall be served on Wednesday 26 July 2017. The last meal shall be breakfast on Monday 31 July 2017. Participants who leave earlier shall be given a packed lunch.

3.4.2 All the food provided must be sufficiently nutritious, adapted to the needs of the participants, and meet the standards laid down in Directive (EC) No 852/2004 of the European Parliament and of the Council of 29 April 2004 on the hygiene of foodstuffs.

3.4.3 The distribution of the meals shall take place in consultation with the representatives of the INPO who have been appointed to this end, and shall be organized in such a way that all participants always receive their meals at the appointed meal times, with the shortest possible waiting time.

3.5 Miscellaneous

3.5.1 The CITY shall make a suitable room available to welcome the participating groups when they arrive on Wednesday 26 July 2017. (annex 4)

Members of the LOC and IEC (around 30 persons) and a regie (around 10 persons) stay there the whole day between 08:00-22:00. The CITY provides for the present people a lunch.

3.5.2 The CITY shall arrange as many local guides as possible to be assigned to participating groups from guides the time the participants are registered until they leave. After registration, the guides shall escort the groups to their accommodation. For the duration of the Europeade, the guides shall accompany their respective groups to the various locations to which the program directs them. The guide shall know enough about the town and the general organization, and shall preferably speak the language of the group or a language which the group can understand.

3.5.3 The CITY shall, for the whole duration of the Europeade, take out liability insurance to cover its liability as organizer.

3.5.4 If the CITY should default on its obligations in terms of the provision of accommodation and/or catering as stipulated under 3.1 through 3.10 above, the INPO shall have the right to withhold payment of all or part of the second installment of 50% referred to under 2.8 above as compensation to the disadvantaged participants. Such withholding shall be effected in a reasonable manner, and the parties shall Endeavour to reach an amicable settlement in that connection.

3.5.5 The CITY shall, for the whole duration of the Europeade, observe the safety guidelines attached hereto as Annex 4.

3.6 Advertising

3.6.1 The CITY shall attend to the production of a program brochure of which the contents shall be decided jointly with the INPO. Besides an overview and locations of the different program items, the brochure shall also contain messages from the Mayor of the City and from the President of the INPO, as well as a list of members of the Honorary Committee of the Europeade, the CITY and the participating groups. There is space in the brochure for tasteful promotional inserts. Where the INPO is able to conclude agreements with structural sponsors, those sponsors shall have first choice of advertising space in the brochure. The program brochure shall be supplied free of charge to each member of the participating groups.

3.6.2 The CITY shall attend to the promotion of the Europeade in the broadest sense and in the manner it considers appropriate. The CITY shall be entitled to all income from advertising and sponsoring accessed by the CITY, The INPO shall be entitled to all income from advertising and sponsoring accessed by the INPO.

3.6.3 The CITY shall arrange for the production of a stylish poster, which shall be supplied free of charge to each participating group.

3.6.4 The CITY shall supply a sufficient stock of tourist brochures about the region and a street map for distribution to the participating groups during the registration session on Wednesday 26 July.

3.6.5 For accreditation purposes, representatives of the press shall send a copy of their press pass to the secretariat of the INPO in advance. They must also present their press pass on site. The City shall ensure that a journalist specialized in cultural affairs and preferably a member of the national press association is delegated to the Europeades that are organized before 2017.

4. Cancellation

If the INPO cancels the Europeade for any reason other than a Force Majeure cause, the INPO shall be liable to reimburse the CITY for any reasonable costs incurred directly in connection with the cancellation.

5. Final Provisions

5.1 If the INPO is able to secure a form of long-term government subsidy from a national or supranational body, part of the amount which shall actually be received for one year of activity and which shall be

determined by mutual agreement shall be made over to the CITY as an additional contribution towards the organizational costs.

5.2 The INPO, the CITY and the LOC shall remain in close contact with each other during the preparations for the Europeade. The contact details of the various representatives of the parties shall be attached to the present agreement as Annex 5.

5.3 The present agreement shall be governed by Finnish law.

5.4 Any additions or changes hereto shall only be binding if they are confirmed in writing by both parties in an addendum to the present agreement.

5.5 The parties shall endeavor to settle any disputes that may arise during the performance of the present agreement amicably in a spirit of goodwill and cooperation. If a serious dispute should arise which cannot be resolved amicably, the District Court of Varsinais-Suomi in Turku or the competent courts of any place agreed upon by the parties shall have jurisdiction to hear the case.

5.6 ~~All~~The Finnish charges, taxes, excise duties, VAT, royalties etc. relating to the Europeade event referred to in this agreement shall be the responsibility of the CITY.

Drawn up in Turku on 10.3.2016 in three copies

Aleksi Randell

Mayor of the City of Turku

Armand DE WINTER

President, INPO

ANNEXES:

ANNEX 1: Constitutional Act of the Europeade of 15 November 1997

ANNEX 2: Composition of the LOC

ANNEX 3: Technical Rider

ANNEX 4: Safety Guidelines for the Europeade

ANNEX 5: Contact Details

ANNEX 1: Constitutional Act of the Europeade of 15 November 1997

EUROPEADE

CONSTITUTIONAL ACT

The Europeade is the expression of a belief in the friendship and brotherhood between the peoples of the European continent, founded on the idea of "unity in diversity".

It takes concrete form, among others, in an annual gathering of thousands of Europeans who come together over five days to give expression to this conviction – through the folk arts and traditions of their respective regions.

This event is organized by an International Committee, composed of members representing the various European regions. This Committee assigns authority to an executive board.

To encourage the growth of this idea, the Europeade event is hosted in a different country each year, the practical organization being entrusted to a local committee in collaboration with and under the auspices of the International Committee.

Declaration of agreement, with the approval for the formation of an International Non-Profit Organization, called EUROPEADE, of which the headquarters are located in ANTWERP, and for the foundation of an editorial commission for compiling the official statutes.

Antwerp, 15 November 1997.

ANNEX 2: Composition of the LOC

Administration committee

Chairman of the LOC – Antti Kirkkola, Director for internal affairs, City of Turku

Minna Sartes – Culture director, City of Turku

Mika Akkanen – Manager for protocol and external affairs, City of Turku

Janne Laine – Contractor manager, City of Turku

Saara Malila – Director for media and communication, City of Turku

Hilu Alastalo-Toivonen – Artistic co-ordinator

Kimmo Hyyppä, Europeade project manager - City of Turku

TREE SUB DIVISIONS DIRECTED BY PERSONS ABOVE

Each division constitutes of 4-5 persons working for the city organization

1. Programme and visitors (incl. accommodation, transportation etc,)
2. Traffic and construction (incl. security etc,)
3. Media and communication

ANNEX 3: Safety Guidelines for the Europeade

SAFETY ADDENDUM

ART. 1

The organizer needs to submit a statement of agreement issued by the local government concerning the organization of the event.

ART. 2

The organizer is obliged to take all necessary precautions to prevent injury or damage to people and goods. This includes all practical measures to prevent any misconduct of spectators. Monitoring the safety is an inextricable part of this assignment.

ART. 3

The organiser appoints a safety supervisor who has the following jobs and responsibilities.

Before the event:

- He designs the safety structure of the organization organizing the event.
- He monitors the construction of the infrastructure and in the organization gives safety instructions.
- He checks during the construction and the installation whether the infrastructure meets the regulations.
- He finds and hires people in the context of safety. He is responsible for the final editing of the safety scenario or the safety manual.
- He reaches the necessary agreements with the external services in the field of safety and stays in touch with these services and the local authority (including the representation of the organizer during the co-ordination meeting).

During the event:

- During the event he needs to be available at all times for the external services.
- He briefs everyone or makes sure they are briefed.
- He carries out or delegates the inspection of the active and passive safety on the site.

- He takes the necessary measures in case any safety flaws are detected.
- He co-ordinates the measures that need to be taken in case of calamities and unexpected events and steers the helpers.

ART. 4

The safety scenario or safety manual needs to be sent to the Europeade committee at least 14 calendar days before the event.

This dossier needs to contain the following elements:

To simplify and structure the work, often a scenario is written. This book provides an overview of all the aspects that need to guarantee a safe event (description, performance, timing...).

The content can be described as follows:

- The overview of the infrastructure and layout of the site;
- The traffic measures and signage;
- The fire prevention, fire fighting and evacuation measures;
- The security, surveillance and supervision measures;
- The co-ordination measures;
- The arrangement and infrastructure regarding the accommodation of the spectators (in case of campsites and lodgings);
- Use of the organizer's people;
- Use of the fire brigade;
- Use of the medical emergency service(s);
- Use of the police service(s);
- The accessibility and transport facilities (public transport, bicycle...);
- Ambulatory commercial activities arrangement;
- Waste and sanitary measures management;
- The accessibility of key people and services (in easy to use lists and/or a flow diagram).

Other measures, specific or typical for the event;

- Including the necessary technical materials, the required skills, the division of tasks and the different responsibilities, the scenarios as a function of specific emergency situations and a clear communication structure need to be specified in detail.

ANNEX 4: Technical Rider

See separate excel file

ANNEX 5: Contact Details

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