

## Partner Agreement

concluded by and between

European Theatre Convention (ETC)

c/o Deutsches Theater, Schumannstraße 13A, 10117 Berlin/Germany

represented by Heidi Wiley (Executive Director)

– hereinafter referred to as the **organiser** –

and

Slovak National Theatre Bratislava

Pribinova 17, 819 01 Bratislava/Slovakia

represented by Michal Vajdička (Artistic Director Drama)

– hereinafter referred to as the **co-organiser** –

### 1) Subject of Agreement

The co-organiser has been selected by the organiser to host the ETC International Theatre Conference and General Assembly of the European Theatre Convention in 2018. The dates of the event have been mutually confirmed; it will take place in Bratislava from 29 November to 02 December 2018.

### 2) Responsibilities of the Organiser and the Co-Organiser

The organiser coordinates all event activities in cooperation with the co-organiser and the participants. The organiser is responsible to provide the co-organiser with all guidelines, standard operating procedures and defined brandings to enable the co-organiser to host the ETC event in compliance with the defined norms (Annex 1). The organiser is in charge of organising the registration procedure of the participants and will develop the event website.

The co-organiser is responsible to organise the ETC event according to the information provided by the organiser.

The co-organiser is also responsible to provide, in mutual agreement with the organiser, the following services and will be in charge to cover the arising costs for:

- Adequate meeting room and breakout room facilities incl. technical equipment and staff;
- Board meeting room;
- Opening reception with finger food and drinks on Thursday (29 November 2018);
- Permanent coffee station throughout the conference and 4 coffee breaks;
- Lunches on Friday (30 November 2018) and Saturday (01 December 2018);
- Staff members/volunteers to help the ETC team throughout the conference;
- Promotion and communication of the conference (incl. printing material & photographer).

A detailed listing with guidelines and the requirements for the organisation of the ETC International Theatre Conference to be fulfilled and organised by the co-organiser are attached to the agreement in Annex 1.

The co-organiser is furthermore responsible to arrange accommodation and if appropriate airport transfer services which will be booked by the participants through the organiser. The co-organiser is not financially responsible for these services, which will be paid for by each participant. However, the co-organiser is responsible to provide and pay for a shuttle service from the conference hotel to the conference venue from 29 November to 01 December 2018 (pick-up service in the mornings and evenings).

In addition, the co-organiser is encouraged to provide an artistic and cultural side programme, including theatre performances which should be free of charge for the participants. A financial contribution for additional cultural side programme events could be requested of each participant after mutual agreement with the organiser.

Organiser and co-organiser shall execute the work in such a way that no actions or omissions in connection with this agreement shall represent, cause or contribute to a breach or non-fulfilment of their respective obligations.

### 3) Financial responsibilities

The organiser will support the co-organiser in the organisation of the ETC International Theatre Conference and General Assembly with a financial contribution in the amount of EUR 4,000 (including all charges and taxes) for costs arising from catering, purchase and hiring of materials upon receipt of invoice. All other costs have to be paid for by the co-organiser's own resources or if agreed upon by the participants.

#### Organiser

European Theatre Convention  
Heidi Wiley (Executive Director)

#### Co-organiser

Slovak National Theatre Bratislav  
Michal Vajdička (Artistic Director Drama)

Signature

Date, Signature