

Agreement for a co-operation between the user-organisation and the project

Introduction:

The co-operation will be based upon the spirit of partnership and will have a positive approach. All parties take notice of the partnership principles as laid down in the FORTUNE partnership codex (appendix 1). The co-operation will be executed by users who have had training on aspects of European R&D within the FORTUNE curriculum.

Agreement:

The user-organisation,
represented by _____,
and the _____ project,
represented by _____
agree on the following items:

1. The content of the co-operation is described as follows:

_____ (appendix 2) and executed by:

Name of the user: _____

Address: _____

Town: _____ Country: _____

Phone: _____ Email: _____

2. The co-operation will start at ____ / ____ / ____ and end at ____ / ____ / ____.
3. The user-organisation has planned a persons effort of _____ person days
4. The project pays for all regular project costs, while the user organisation takes care of extra cost arising from the training situation. The user-organisation will pay a maximum of _____ Euro and the project will pay a maximum of _____ Euro.
5. The _____ project will make relevant documents accessible for the user(s); if special arrangements are necessary for the usage of the documents, user-organisation will take the responsibility to handle this point.
6. The project will ensure the accessibility of the premises where the meetings take place and the hotel accommodation.

- 7. The user(s) will handle all the information and documentation as confidential and are not allowed to use it without written permission of the _____ project.
- 8. The project will fill in a questionnaire to evaluate the co-operation. This questionnaire will be used in the final report. No explicit information related to individual project will be written.

Although agreed on: ___/___/___

Representative of the user-organisation:

Name:

Organisation:

Address:

Town:

Phone:

E-mail:

Signature:

Representative of the _____

Project:

Name:

Organisation:

Address:

Town:

Phone:

E-mail:

Signature: