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Letter of Engagement Creative Residencies 2015: Košice 2013 and Poligon Creative Centre

1. Contractual Parties

Co-organizer

Organization Name: Poligon, zavod za razvoj kreativnih industrij
Registered Address: Vidmarjeva ulica 13, 1000 Ljubljana, Slovenia
Represented by: Luka Piškorič, director
Company Number: SI36406562
(hereinafter " Poligon ")

Organizer

Organization Name: Košice – European Capital of Culture 2013
Registered Address: Kukučínova 2, Košice, 04001, Slovakia
Represented by: Ing. arch Michal Hladký, director
Company Number: 35583461
(hereinafter " Košice 2013 ")

2. Purpose and Subject of Agreement

- 2.1 The purpose of this agreement is to set forth contractual terms and conditions, rights and obligation of Contracting Parties for the cooperation on program **"Creative Business Residencies 2015"** within the project **"Creative Industry Toolkit 2015"**. The main objective of the Project is an international program for creative entrepreneurs from Košice and Slovakia. The Project supports the creative energy of each of the selected individuals and provides opportunities to work in new, dynamic and motivating environments where he/she will be able to work on his/her own project, find new partners, opportunities, networks and develop skills in the fertile environment of a creative hub such as Poligon Creative Centre or an affiliate creative company.
- 2.2 The subject of this agreement is a joint execution of a residence program held within the Project, especially organizational, technical and financial provision of the stay of 1 resident sent out to the organization of the Co-organizer, for a period of 1 month.

3. Rights and Obligations of Contracting Parties

3.1 Poligon (Co-Organizer):

- Undertakes to cooperate with Košice 2013 on choosing 1 resident who shall participate in the project.
- To provide in November 2015 :
 - office space in Poligon Creative Centre in Ljubljana,
 - accommodation in Ljubljana,
 - guided services: matchmaking and meetings, Skype coordination prior to arrival, weekly guidance, meetings, establishing contacts with relevant professionals and entities,

- recommending attendance at relevant events, orientation tour of Ljubljana
- access and engagement of the residents in activities organized by Poligon.
- Invoice issued within 5 days after the end of the residency.

3.2 Košice - European Capital of Culture 2013 (Organizer):

- Pay remuneration 500€ for accommodation and 655€ for residency space through invoice provided by Poligon.
- The payment (invoice) shall be paid in two instalments, first instalment of 462€ (four hundred sixty two) latest 10 days before the start of the residency through deposit invoice, second instalment of 693€ (six hundred ninety three) latest 10 days after the final invoice is received.
- Provide an agreement on the time schedule and stays of each resident.
- Provide professional guidance and cooperation prior to, during and after the execution of the stay.

4. Terms of Agreement

- 4.1 The agreement comes to force by the date of its signing by both parties and to effect on the day following the date of publication of this agreement on the website of Košice 2013.
- 4.2 The agreement (Letter of Engagement) shall only be issued in English and Slovak.
- 4.3 Contracting parties will handle all disputes, which may arise when fulfilling the subject matter of this Contract mainly be agreement.

Signed:

In Košice, on 31.7.2015
On behalf of Košice 2013

In Slovenia, on 31. 7. 2015
On behalf of Poligon



Košice - European
hlavné mesto kultúry 2013, n.o.
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