

Memorandum of Understanding (MoU) Between the International Society for Applied Phycology (ISAP) and the Local Organizing Committee (LOC) of the 8th ISAP Congress



1. The MoU intends to set the relations between the Local Organizing Committee (LOC) of the 8th Congress and the Executive Committee (EC) of the ISAP as represented by its president or an alternate representative nominated by the EC to act as the contact person.
2. The name of the meeting will be "The (no.) Congress of the International Society for Applied Phycology "Subtitle" may follow.
3. The LOC takes full responsibility for the funding and budgeting of the Congress. The ISAP will not be held responsible for any financial shortfalls.
4. The Chair of the LOC shall communicate on a regular basis with the president of the ISAP or the alternate representative nominated by the EC to act as the contact person.
5. The ISAP members will have a reduced registration fee to the Congress.
6. The registration fees for non-members of the ISAP will include an additional fee of at least 250 Euros. The LOC will take responsibility for the charges and transfer of these funds to the ISAP treasurer within 50 days after the closing ceremony of the Congress.
7. An International Advisory Committee for the Congress (IAC), which consists of all EC members and 6 LOC members, will be chaired by the president of the ISAP and co-chaired by the chair of the LOC. The LOC and EC of the ISAP may jointly nominate up to 6 additional members to the IAC.
8. Both the IAC and the LOC will nominate invited plenary/keynote speakers. The IAC will approve the invited plenary/keynote speakers and the structure and the content of the scientific program.
9. The LOC members will be expected to take an active part in the organization of the Congress.
10. It is the responsibility of the LOC to provide the President of the ISAP and the Assistant President (or their deputies) full travel and accommodation expenses. The President and Assistant President may also require funds for full travel and accommodation expenses in order to join in a pre-congress visit to the Congress venue and to meet with the LOC.
11. The program should include a general assembly of the ISAP the second day of the Congress as well as allow time and provide the facility for at least one meeting of the EC.

On behalf of the ISAP

On behalf of the LOC

Name _____

Name _____

Signature _____

Signature _____

Date _____

Date _____