



## Memorandum of Understanding

This is an Agreement of cooperation

**between**

**(Association Name)**

Duly represented by .....

Address :....., Lebanon

Hereinafter referred to as the **“NGO”**

**and**

**Beirut Marathon Association,**

A non-profit, non-governmental organization, license Nr : 103/Ch R ,duly represented by its president Mrs May Al Khalil,

Address: Mar Takla, Makateb Bldg - 4<sup>th</sup> floor, Hazmieh, Baabda, Lebanon,  
P.O.Box 113-5753, Beirut, Lebanon .

Hereinafter referred to as **“BMA”**

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This MOU is intended to help align the objectives of NGOs and BMA in empowering our community, building awareness on the benefit of sports and running, participation, volunteering, healthy lifestyle, sports excellence, and unity.

### **Purpose and Scope:**

The purpose of this MOU is to establish a solid relationship with the NGOs, to promote registration and participation in all events and present a platform for fundraising and spreading the message of the NGOs.

#### **I. MOU Term**

The term of this MOU agreement shall begin at the date of both parties signatures and shall remain in full force for a period of 3 consecutive years unless duly terminated by one of the parties by sending a written notice within this regards to the other party.



## II. NGO Responsibilities

The NGO is required to:

- a. Provide a legal register number (علم وخبر)
- b. Provide coordinator to formalize communication with BMA
- c. Place registration forms and posters of BMA events in its offices
- d. Attend all BMA events to promote the NGO mission
- e. Provide BMA with access to the NGO's platform of volunteers
- f. Put a link to the BMA website on their home page
- g. Promote BMA events on all social media and help in diffusing BMA messages and newsletters

## III. BMA Responsibilities

BMA is required to:

- a. Provide a list of all BMA events and registration material
- b. Provide a discount on registration with priority over non-partnered NGOs
- c. Provide one cheering station /or relay station along the course of the races (free of charge)
- d. Provide exposure on BMA website with a logo, a link, and a text
- e. A discount on all commercial stands at BMA events
- f. Invitations to VIP areas in races where NGO is participating

## IV. Effective Date and Signature

This MOU shall be effective upon the signature of NGO and BMA authorized officials. It shall be in force from as of the dates herewith. NGO and BMA indicate agreement with this MOU by their signatures.

Signatures and dates

\_\_\_\_\_  
[Authorized signature from NGO]

\_\_\_\_\_  
[Authorized signature from BMA]

\_\_\_\_\_  
[Insert name of NGO signatory]

\_\_\_\_\_  
[Insert name of BMA signatory]

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



CONTACT SHEET/COORDINATOR 1:	
ADDRESS:	STREET:
CITY:	COUNTRY: Lebanon
TEL:	FAX:
EMAIL:	P.O.Box :

CONTACT SHEET/COORDINATOR 2:	
ADDRESS:	STREET:
CITY:	COUNTRY: Lebanon
TEL:	FAX:
EMAIL:	P.O.Box :

CONTACT SHEET/MANAGEMENT:	
NAME:	TITLE:
EMAIL:	PHONE:
NAME:	TITLE:
EMAIL:	PHONE :