

# Contract for Online Payment System

Between

“**Stichting YAPC Europe Foundation**” (hereafter referred to as the “Foundation”),

and

“**((organizername))**” (hereafter referred to as the “Organizer”).

The Foundation and the Organizer hereby agree on the following terms:

## 1 Parties

### 1.1 Conference

The Conference ((confrencename)) will be held in ((city)), ((country)), from ((startdate)) to ((enddate)).

Organizer	Bank Account
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### 1.2 Foundation

The goal of the Foundation is to help the Organizer with the organisation of the Conference.

Address	Chairman	Bank Account
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## 2 Definitions

The Foundation provides the following services to the Organizer:

- online payment for conference tickets, connected to the Act conference website

Act (A Conference Toolkit) is the web application set up by the organisation “Les Mongueurs de Perl” (the French Perl Mongers) to help the Organizer manage the Conference. It provides multilingual attendee, speaker, talk and schedule management. It also provides an online payment system connected to the Foundation bank account.

## 3 General conditions

The Act web site dedicated to the Conference will be opened independently from the contract signature by the French Perl Mongers. One or several user accounts will be opened to allow the Organizer to create their site.

The web site payment system will be enabled within *one month* after the contract signature. The payment system will be used to accept payment for Conference tickets by attendees (either by credit card or money transfer).

All discussions related to the Act website will be directed to the act-users mailing lists, to which the Organizer should subscribe.

The Conference tickets bought online will be paid to the Foundation, which will then transfer the money to the Organizer’s bank account, on terms agreed between the Organizer and the Foundation (the exact details are outside the scope of this contract, but a monthly transfer can be expected).

The online payment system for the Conference will be closed *one day* after the conference has ended. All the money will be transfered no further than *four months* after the end of the Conference (to take fraudulent payments into account).

The Foundation will publish a detailed account of the money received, paid and transfered for the Conference. A printed copy signed by the Foundation’s Treasurer will be send to the Organizer no further than *four months* after the end of the Conference.

The Organizer will provide Foundation with a detailed account of the Conference finances, which will be made public no later than *six months* after the end of the Conference. This account should be a spreadsheet detailing proposed expenses and income and actual expense and income. Foundation may choose to make this information public, to assist organizers of other events.

## 4 Responsibilities

The responsibilities are divided as follows:

- The Organizer is responsible for everything related to the actual Conference and the website content not automatically provided by Act. The Organizer is also responsible for keeping financial records of the Conference.
- The Foundation is responsible of the money temporarily put into its bank account on behalf of the Conference Organizer (conference tickets paid online by attendees) and ensures that the money is regularly sent to the Organizer's bank account.
- Les Mongueurs de Perl is responsible for the web site content provided by Act and the integrity of the content of the users and talks database (and the Act infrastructure), as well as ensuring the privacy of the registered users. (This responsibility is outside of the scope of this contract, which only covers the agreement between the Foundation and the Organizer.)

## 5 Charges

The service offered by the Foundation is “free of charges”. The Foundation covers the bank and transfer fees:

- when attendees pay their conferences tickets via the online payment system managed by the Foundation and
- when the Foundation transfers the money to the bank account listed by the Organizer in this contract.

The total amount of money paid by the conference attendees through the online payment system set up by the Foundation will be transferred to the Organizer. All the intermediary fees are paid by the Foundation, so that the Organizer receive the full amount paid by the attendees through the online payment system.

## 6 Acceptance/Approval

Acceptance: (date and signature of the Organizer)

Approval: (date and signature of the YEF Chairman)