



Memorandum of Understanding

This agreement made this 21 day of May 2016, between the International Institute of Municipal Clerks (IIMC), and the Alberta Municipal Clerks Association (AMCA).


Whereas IIMC and AMCA are desirous of developing a partnership for the mutual promotion and benefit of each organization;

AND WHEREAS IIMC and AMCA share a common goal of promoting the professionalism of their members;

THE PARTIES HERETO AGREE AS FOLLOWS:

1. IIMC and AMCA hereby enter into a formal agreement from the date of signing hereof.
2. IIMC and AMCA shall extend an annual reciprocal invitation for up to two Board of Directors and/or Staff members to attend their respective annual conferences. Said invitation will include:
 - a. Complimentary registration and accommodations for the duration of the Annual Conference
 - b. Airfare not included
3. IIMC and AMCA agree to place an active link on their respective web sites to announce this memorandum of understanding.
4. IIMC and AMCA agree to reciprocate receiving regular newsletters and publications.
5. IIMC agrees to recognize AMCA as an official affiliate of IIMC on the IIMC web site and in the *IIMC News Digest*. AMCA agrees to recognize IIMC as an official affiliate on the AMCA website.
6. IIMC and AMCA agree to identify and explore programmatic partnership opportunities that are in keeping with the overall goals of each organization.
7. Eligible AMCA members who are not already IIMC members as of the date of this Agreement may join IIMC for the first year at 50% of the applicable IIMC Region membership rate, allowing qualified members participation in IIMC and Municipal Clerks Education Foundation (MCEF) education programs, scholarships, grants and other opportunities.
8. Eligible IIMC members who are new members only of AMCA as of the date of this Agreement may join AMCA for the first year at 50% of the applicable AMCA membership rate, allowing qualified members participation in AMCA education programs, and other opportunities.
9. IIMC and AMCA agree to promote the reciprocal membership opportunities set out above to their respective memberships.
10. Either party can terminate this agreement with six months written notice.

International Institute of Municipal Clerks


IIMC President


IIMC Executive Director

Alberta Municipal Clerks Association


AMCA President