



Culture - Cooperation projects: Cooperation Agreement Template

This Cooperation Agreement Template has been created by the Creative Europe Desk Denmark. The suggested structure is to be used only as guidance for the composition of an agreement tailored to your specific project and partners. It is the responsibility of the Lead Partner to ensure that the information below is correct, and that it is up to date with regards to the current application round. Any incorrect information in this form is not the responsibility of the Creative Europe Desk Denmark.

All information **HIGHLIGHTED** should be replaced by individual text.

COOPERATION AGREEMENT

This Cooperation Agreement concerns

NAME OF PROJECT

and the Creative Europe Cooperation projects call **CALL NUMBER**

between the following partners

LEAD PARTNER, NAME OF ORGANISATION (PARTNER 1)

LEGAL REPRESENTATIVE NAME

ADDRESS

LEGAL REGISTRATION NUMBER (VAT NUMBER OR OTHER)

PARTNER 2, NAME OF ORGANISATION

LEGAL REPRESENTATIVE NAME

ADDRESS

LEGAL REGISTRATION NUMBER (VAT NUMBER OR OTHER)

PARTNER 3, NAME OF ORGANISATION

LEGAL REPRESENTATIVE NAME

ADDRESS

LEGAL REGISTRATION NUMBER (VAT NUMBER OR OTHER)

Etc.



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Project Description

HERE YOU SHOULD INCLUDE:

A clear description of the objectives of the project (for example those presented in the Detailed Description).

A clear description of the activities which will be implemented in order to achieve these objectives (likewise from work plan or Detailed Description).

A clear description of the role and obligations of both the project leader and the partners in the design and implementation of the project, including the tasks assigned to each partner (also identical with Detailed Description).

Description of the budgetary and financial framework including the amounts of financial contributions, and pre-financing amounts

The total budget of the project is	XX.XXX EUR
The amount received from the EACEA is as follows	XX.XXX EUR
Total	XX.XXX EUR
Lead Partner	XX.XXX EUR
Partner 2	XX.XXX EUR
Partner 3	XX.XXX EUR
Etc.	XX.XXX EUR

Partners shall receive []% of the grant amount upon completion of the main activity in their country (to be decided among the partners). In the case where one of the partners has large amounts of outlays, the payment of said grant may be made before completion of said event.

The partners shall receive []% of the grant upon completion of their part, the final report and upon receipt of the final payment from the EACEA.

Legal aspects such as duration of agreement, liability, breach of contract, termination of agreement, governing law and dispute resolution

The project will last from [] to [].



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Each partner is liable for their own financial commitment to the project as laid out in the budget and above. Any debts or outstanding payments incurred by the partners are the sole responsibility of said partner.

The agreement with one of the partners may only be terminated by the lead partner and if all other partners are in agreement. In the case of disagreement of termination the lead partner will make the decision. Any outstanding payments from the EACEA are forfeited and any payments that are not deemed as eligible as per the official guidelines shall be returned to the lead partner. The said partner that is terminated is still obligated to fulfill the requirements for reporting as stated by the official guidelines.

Termination shall be in writing.

Should any of the partners commit breach of this agreement the partners may decide to terminate the agreement with the partner in breach. This could include but is not limited to such occasions as inability to fulfill the main activities of the project.

The governing law for this document is **LEAD PARTNER COUNTRY** law.

Signatures

Signed by **(MUST BE SIGNED BY ALL LEGAL REPRESENTATIVES)**

On **DATE**, in **PLACE**

LEAD PARTNER, LEGAL REPRESENTATIVE NAME

LEAD PARTNER, NAME OF ORGANISATION

On **DATE**, in **PLACE**

PARTNER 2, LEGAL REPRESENTATIVE NAME

PARTNER 2, NAME OF ORGANISATION

On **DATE**, in **PLACE**

PARTNER 3, LEGAL REPRESENTATIVE NAME

PARTNER 3, NAME OF ORGANISATION