

Chapter X. Memorandum of Understanding

This Memorandum of Understanding is between the City of Cincinnati (City) and, (Umbrella Organization), as follows:

1. The Organization understands that (as of the latest date of the signatures below) the City has determined, based on its application, that the Organization appears to be eligible to conduct a charitable-contributions campaign of City employees through the City's payroll system, and that the Organization may therefore conduct such a campaign.
2. The Organization understands and accepts the City's policy concerning charitable contributions campaigns of City employees and agrees to abide by the terms of that policy. The Organization understands and agrees that the above mentioned policy may be changed by the City at any time without prior notice.
3. The Organization agrees to conduct only one charitable solicitation campaign of City employees during the _____ calendar year and that such campaign will not exceed the three-week period starting on _____.
4. The Organization acknowledges that the information provided with its application, including attached materials, is true and accurate. The Organization further agrees to immediately inform the City of any changes affecting said information or materials, if such change occurs either before or during the Organization's campaign. The Organization agrees that the City may revoke this Memorandum of Understanding at any time without prior notice.
5. The Organization agrees that the City may reject or alter its Charitable Solicitation Campaign material for any or no reason.

Organization:

City of Cincinnati

By and through the Steering Committee

Authorized signature:

City Manager:

Please print name:

Date: _____

Date: _____