



<http://www.nashvillekiwanis.org>

### AFSP NPO Agreement Form

This AFSP NPO Agreement is made and entered into as of \_\_\_\_\_, 2018, by and between Kiwanis of Nashville Foundation (“Producer”), whose business address is PO Box 22908, Nashville, TN 37202-2908 and the non-profit organization \_\_\_\_\_ (“NPO Partner”), whose business address is \_\_\_\_\_. The contact person for the “NPO Partner” is \_\_\_\_\_, whose title is \_\_\_\_\_ and whose preferred phone is (\_\_\_\_) \_\_\_\_\_ and e-mail address is \_\_\_\_\_.

In consideration of the mutual covenants herein contained and, intending to be legally bound hereby, the Producer and NPO Partner agree as follows:

1. **ENGAGEMENT.** The Producer hereby engages NPO Partner to pursue the distribution and sale of flag subscriptions for the American Flag Subscription Program (acronym “AFSP” and referenced hereafter as “AFSP”) and the NPO Partner hereby agrees to render such pursuit under the terms and conditions specified herein.
2. **NPO PARTNER.** The NPO Partner herewith attaches documentation of their status as a non-profit organization and their IRS classification (if it exists).
3. **LOCATION OF “AFSP”.** The “AFSP” will take place at homes and businesses within the greater Nashville area including Davidson and immediately adjacent counties.
4. **DATE AND TIME OF PROJECT.** The dates determined are traditionally patriotic national holidays which are initially identified as six annually and the schedule shall be maintained online at [www.NashvilleKiwaniis.org/AFSP](http://www.NashvilleKiwaniis.org/AFSP).
5. **SUBSCRIPTIONS AND PAYMENTS.** All flag subscription forms with full payment shall be given or mailed to Producer, at its business address stated above, within ten (10) days of receipt.
6. **SPONSORSHIPS.** The NPO Partner group shall be encouraged to obtain cash sponsors and shall receive payment within ten (10) days of the payment receipt for any cash sponsorship received in the amount of 50% of the sponsorship. All payments from sponsors shall be made directly to Kiwanis of Nashville Foundation.
7. **RESPONSIBILITIES.** The NPO Partner group will provide the required volunteers at holiday flag posting and retrieval.
8. **PROMOTION.** The NPO Partner agrees to permit Producer to use NPO Partner’s organization name, logo, information and photographs in the promotion of the “AFSP”.
9. **COMPENSATION.** Producer agrees to compensate NPO Partner within sixty (60) days of the receipt of each AFSP subscription and payment in the amount of 50%.
10. NPO Partner and Producer have each caused this NPO Partner Agreement to be signed by its duly authorized representative in Nashville, Tennessee as of the day and date first written above.

PRODUCER’s Representative:

NPO PARTNER’s Representative:

Victor N. Legerton

Signature: \_\_\_\_\_

Executive Secretary

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Please submit this form to Victor Legerton, Kiwanis of Nashville Foundation, PO Box 22908, Nashville, TN 37202-2908 or by email to [nashvillekiwanis@yahoo.com](mailto:nashvillekiwanis@yahoo.com)