**AGREEMENT**

**BETWEEN THE PREPARATORY COMISSION FOR THE COMPREHENSIVE NUCLEAR-TEST-BAN TREATY ORGANIZATION AND**

**[NAME OF DONOR]**

**FOR A VOLUNTARY CONTRIBUTION FOR THE CTBT: Science and Technology Conference**

**8 – 12 September 2025**

**Wiener Kongresszentrum Hofburg Palace, Vienna**

This Agreement is entered into between the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization (hereinafter referred to as the “Commission”) and [DONORS’s NAME] (hereinafter referred to as the “Donor”), hereinafter collectively referred to as the “Parties”.

**I. BACKGROUND:**

The CTBT: Science and Technology Conference (SnT2025) takes place from 8 to 12 September 2025 in Wiener Kongresszentrum Hofburg Palace, Vienna and online, with Monday 8 September as a full virtual day. The Conference is expected to bring together well over 1000 scientists, technologists, academics, students, representatives of the Preparatory Commission’s policy making organ, representatives from the fields of research and development, science diplomacy, science advisory, media and advocacy. Participants gather in Vienna and online to discuss the key conference themes published on the [SnT2025 Conference portal](https://ctbto.org/SnT2025).

**II. Voluntary CONTRIBUTION**

The Donor will participate in the SnT2025 Conference and will contribute financially to the organization of the Conference in amount of [EUR XXX].

The Contribution shall be used for the organization of the SnT2025 Conference.

Any accrued interest on the sum shall benefit the Commission.

[To insert when voluntary contribution in cash is USD 10 000 / EUR 10 000 or more]:

According to the Commission’s policy, seven (7) per cent of indirect support costs, which support the execution of the Project but cannot be directly linked to its implementation, will be charged as a part of the Contribution.

The scope of the Contribution is limited to supporting the SnT2025 Conference.

The Contribution shall be accepted, used and administered by the Commission in accordance with the Commission’s Financial Regulations and Rules, including the relevant audit provisions, as well as applicable administrative issuances.

**III. Disbursement of the Contribution**

The Donor shall pay the Contribution in one lump sum within seven (7) working days of countersignature of this Agreement.

The payment shall be transferred to the following bank account:

|  |  |
| --- | --- |
| [Account Name:  Account Holder:  IBAN/Account Number:  BIC/Swift Code:  Bank name: | CTBTO Voluntary Contribution EURO Account  CTBTO Preparatory Commission for the Comprehensive Nuclear-test-Ban Treaty Organization  AT38 1100 0083 7361 3200  BKAUATWW  UniCredit Bank Austria AG  Wagramerstrasse 5, Vienna International Center  1400, Vienna, Austria] |

The confirmation on payment shall be sent to e-mail address [financialreporting@ctbto.org](mailto:financialreporting@ctbto.org%20), clearly specifying the Donor’s name and the amount contributed.

The Commission shall within seven (7) working days acknowledge receipt of the payment by e-mail, stating the date of the receipt.

**IV. Reporting**

The Commission shall keep financial and accounting documents concerning the activities financed by the Contribution. The Contribution shall be subject to the auditing procedures in accordance with the Commission’s Financial Regulations and Rules. Voluntary contributions will be reported in the annual accounts of the Commission in line with the International Public Sector Accounting Standards.

**V. DIGITAL AND CONFERENCE VISIBILITY – Donor recognition**

The Donor’s logo will be prominently displayed on the SnT2025 event platform, Contributors' Welcome Wall in the Foyer of the Wiener Kongresszentrum Hofburg and it will be featured on the SnT2025 broadcast that will be streamed live the week of 8 September 2025 and made available on CTBTO YouTube channel.

The Donor hereby grants to the Commission the right to use the Donor’s logo, trademark, trade name and the Donor’s description in connection with SnT2025 Conference in any medium and for promotional purposes.

**Vi. MUTUAL COOPERATION**

The Parties will cooperate to implement this Agreement. The Donor agrees to provide timely submission of the required information (logo, website materials, audiovisual materials and other information).

**VII. POINTS OF CONTACT(s):**

For the Commission:

|  |  |
| --- | --- |
| **Primary**: Pierrick MIALLE  SnT2025 Coordinator  pierrick.mialle@ctbto.org | **Secondary**: Gerhard PRUEGGER  SnT2025 Event Planner  gerhard.pruegger@ctbto.org |

For the Donor:

[INSERT DONOR’S CONTACT DETAILS]

**VIII. ASSIGNMENT**

The Donor shall not assign, transfer, pledge or make other disposition of this Agreement or any part thereof, or any of the Donor’s rights or obligations under the Agreement except with the prior written consent of the Commission.

**IX. LIABILITY**

The Commission shall not be held liable for any acts outside the control of the Commission resulting in cancellation or postponement of the SnT2025 Conference and for any loss or damage to the property of the Donor. The Donor shall indemnify, defend, hold and save harmless the Commission its officers, agents, servants and employees from and against all suits, claims, demands and liability of any nature or kind, including cost and expenses arising out of acts or omissions of the Donor or its employees or subcontractors in the implementation of this Agreement. This requirement shall extend, inter alia, to claims or liabilities in the nature of workers’ compensation and to claims or liabilities pertaining to intellectual property rights.

**X. SETTLEMENT OF DISPUTES**

Any dispute, controversy or claim arising out of or in relation to this Agreement shall be settled by the Parties through negotiations and consultations.

**XI. PRIVILEGES AND IMMUNITIES**

Nothing in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the Commission and its employees.

**Xii. EFFECTIVENESS**

This Agreement shall enter into effect upon signature by the authorized representative of the Parties and shall remain in effect until the Parties have fulfilled their obligations thereunder.

Signed in two copies in the English language.

For the Commission For the Donor

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[Name and title] [Name and title]