

**RSC and SCI joint events**

The RSC and SCI have signed an agreement outlining their obligations when their networks collaborate on events. A simple overview of the agreement is that they agree:

* The split of risk and reward between the RSC and SCI is 50:50.
* For any advance deposits the RSC shall commit the funds and this will be taken into account in the final calculations of surplus/loss.
* The organising committee should have at least four members (two from the RSC and SCI), and a maximum of eight members (four from the RSC and SCI).

For each joint event the RSC and SCI will sign a document with the details and approval for that event. If you are collaborating with the SCI on an event for which there are no contracts, please complete the information below.

|  |  |
| --- | --- |
| Date of event |  |
| Name of event  |  |
| Names of RSC & SCI groups organising the event |  |
| Brief outline of the event – eg is this a virtual or physical event. |  |
| Please provide a budget for the event. An excel file can be attached. |  |
| Please provide details of the organising committee | Role | Name | Organisation (RSC or SCI) |
| Chair |  |  |
| Treasurer |  |  |
| Organiser |  |  |
| Organiser |  |  |
| Organiser |  |  |
| Organiser |  |  |
| Organiser |  |  |
| Organiser |  |  |
| SecretariatServices |  |  |
| Please outline any additional clauses that have been agreed. |  |

This form only covers joint events between the SCI and RSC. If you are collaborating on an event with another organisation please contact the Networks Team.

**Please email the completed form to networks@rsc.org**