

MEN IN HD

Memo of Understanding

The purpose of this document is to memorialize the agreement between your church and Men In HD as it relates to the Men In HD annual conference and your commitment of participation. In addition to improving event planning and logistics for the leadership team, your commitment will help fulfill our obligations to our financial sponsor, Nor Cal NAB Association of Churches, who supports our event. **In order for us to meet the new guidelines with Nor Cal NAB Association of Churches, we need to have a signed memo of understanding from each church that will be attending¹.**

We have introduced a “package” model that allows your church to commit to participation levels that fit your church’s needs. Four unique packages are available and priced according to bed quantity and type. With your box checked, and signature below, you are committing to providing the package price, minus the 10% Down Payment, at the Registration Table on Friday night April 20th, 2018 to our Registration team. Your commitment will allow us to enter into the contracts necessary to complete the same level of event that you have become accustomed to over the years.

Package sales will be based on a “first come, first serve” availability model. If a package level sells out entirely before the registration team receives your request, then that package option will not be available to you. In the event this occurs, you will be notified of the situation and the remaining packages available.

Our new financial model is based on a shared risk/reward concept. To that end, the Men In HD Board has agreed that once we build an operating reserve of \$5,000, the remainder of the profit would be placed in a scholarship account that can be used by our partnering churches to help in future years with men who do not have the financial resources to cover the cost of admission.

If your church commits to a package and is then unable to sell all of the slots, your church will be allowed to put inventory back into the marketplace 30 days before the event. If you find your church in this situation, then no sooner than March 20, 2018 send an e-mail to stephen.heller@accenture.com with the quantities and types of beds that can be placed back in the inventory. This will be a “first in, first out” inventory model. The date on the e-mail will dictate which inventory can be re-sold first, assuming there is a demand for it. Upon commitment from other churches to acquire that inventory, your church would be released from your financial commitment to said inventory. You will be informed via e-mail that your inventory, or a portion thereof, has been acquired by a different church and that your new financial commitment will be changed to a reduced amount. In the event your inventory is not purchased by other churches, **you are still financially bound to your original commitment.**

Approximately 5% of the total inventory has been set aside for smaller churches and/or individuals to buy separately. Semi Private and Private (aka “Deluxe”) beds will not be available within this scenario, however there is a very small inventory of Deluxe beds for those with special needs who are not affiliated with a larger church that has already committed to a package that includes Deluxe bedding. They will be responsible for what they sign up for, and full payment will be required at the Registration table on Friday night the 20th of April, as usual.

¹ Exceptions available for small church groups on a case-by-case basis. Please discuss with Steve Heller directly.

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To finalize your part in this process please complete the following:

- Check the box for the package that you want your church to purchase below.
- Sign the document. Remember that you serve as an agent of the Church that you represent and as such should ensure that you have the authority to sign contracts by your church leadership.
- Scan and e-mail to stephen.heller@accenture.com . This is a first come, first serve model; your timely response will increase your chances of getting the package you desire.
- Send your 10% Down Payment Check to Men In HD to 113 Conductor Way, Folsom, CA 95630
- **Provide a copy of your liability insurance document electronically to Men In HD at the time of your package purchase request.**
- Once we receive the signed document, proof of liability insurance and your down payment, I will counter-sign and send back to you for your records.

Here are the four package levels available for purchase:

- 48 Spots (2 Private beds, 4 Semi-Private beds, and 42 Cabin beds) - \$8,252.00
 - We have three packages at this level – 10% Down Payment would be \$825.20
- 36 Spots (1 Private bed, 4 Semi-Private beds, and 31 Cabin beds) - \$6,194.00
 - We have two packages at this level – 10% Down Payment would be \$619.40
- 24 Spots (2 Semi-Private beds, and 22 Cabin beds) - \$4,096.00
 - We have six packages at this level – 10% Down Payment would be \$409.60
- 12 Spots (12 Cabin beds) - \$2,028.00
 - We have three packages at this level – 10% Down Payment would be \$202.80

As always, if you have any questions, please feel free to call me at 916-365-6056.

_____	_____ (Sign)
Steve Heller	_____ (Print Name)
Director of Men In HD	_____ (Church)