*An agreement ensures that the expectations of both the Soroptimist club and the business that will take advantage of the Corporate Engagement Opportunity are met. The following is just a sample of what might be included. The agreement should be discussed by the club and the CEO business and reflect what has been agreed upon. Each partner should keep a copy of the agreement.*

*[Replace the italic text with the appropriate information. Clubs using this template should produce the final version on Soroptimist stationery.]*

Soroptimist International of *[Insert Club Name]* and *[Name of Business]* enter into this agreement on *[Insert date]*, to establish a partnership known as the Soroptimist Corporate Engagement Opportunity, which will be available for renewal on June 30, 20*XX*.

***[Name of Business]* / CEO Business agrees to:**

1. Provide a $\_\_\_\_\_\_ donation to Soroptimist International of *[Insert Club Name].*
2. Designate an employee for Soroptimist International of *[Insert Club Name]* membership.
3. Share information regarding volunteer opportunities with Soroptimist International of *[Insert Club Name]* to all employees.
4. Collaborate with Soroptimist International of *[Insert Club Name]* to provide publicity in support of this partnership.

**Soroptimist International of *[Insert Club Name]*****agrees to:**

1. Accept donation from CEO business.
2. Process employee membership with Soroptimist International of the Americas (SIA).
3. Engage employee member as a regular club member.
4. Use remaining CEO business donation toward the Soroptimist mission to fund women- and girl-focused projects at the club level and/or by donating a portion to SIA to support organizational programs.
5. Add CEO business to club mailings as appropriate.
6. Invite CEO business employees to participate in all suitable volunteer activities.
7. Collaborate with CEO business staff to provide publicity for partnership.
8. *[Insert other club level benefits that will be provided.]*

This partnership is between Soroptimist International of *[Insert Club Name]* and *[Name of Business]*. It has been discussed and agreed to by the staff and boards of both organizations. In the event of a change of leadership with either party, the agreement will continue under the direction of the new leadership.

Throughout the duration of this agreement, neither Soroptimist International of *[Insert Club Name]* nor *[Name of Business]* will use the other party’s name, logo, or trademarks without prior written approval. All publicity relating to the partnership will be released jointly.

Soroptimist International of *[Insert Club Name]* President

Signature of Soroptimist International of *[Insert Club Name]* President

Date

*[Name of Business]* President

Signature of *[Name of Business* President

Date

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Sample Agreement