

## Affiliation Agreement

This Agreement is made between the Australian Institute of Interpreters and Translators Inc., ARBN 142 530 158, henceforth referred to as "AUSIT"; and

Institution

Address

ABN

henceforth referred to as the "Affiliate",

for the purpose of establishing an ongoing affiliation between AUSIT and the Affiliate (henceforth referred to as the "affiliation").

1. AUSIT is the national professional association open to interpreters and translators of all languages. It represents the interests of the profession and promotes the highest professional and ethical standards for its members. Its Code of Ethics has become the standard for the profession and it has been adopted by other professional associations around the world. AUSIT offers a range of Professional Development courses and works in close collaboration with other organisations. More information can be found on its website: [www.ausit.org](http://www.ausit.org)
2. The Affiliate is a tertiary educational institution which offers NAATI endorsed translation and interpreting (T&I) courses / programs.
3. The principal purpose of the affiliation between AUSIT and the Affiliate is to forge closer links between the education sector and the profession, thus ensuring that education remains relevant and that professionals continue to advance their knowledge and skills.
4. This Agreement is valid for one year (the "affiliation period") from its inception date and may be cancelled in writing one month prior to the end of the 12 months, by either party.
5. The following shall apply in relation to annual affiliation fees:
  - 5.1 The Affiliate agrees to pay an annual affiliation fee of A\$450.00 plus applicable GST at the beginning of each annual affiliation period.
  - 5.2 This fee is not refundable unless AUSIT cancels the Agreement during the affiliation period or the Affiliate terminates the Agreement because of AUSIT's substantial non-compliance with the terms of this Agreement.
  - 5.3 AUSIT shall send an invoice for the affiliation fees to the Affiliate who shall either pay the fees on its usual trading cycle or terminate the Agreement before the due date.
  - 5.4 AUSIT reserves the right to adjust the annual affiliation fee stated in clause 5.1.
6. While the affiliation is in place, AUSIT shall provide the following services to the Affiliate. These services shall cease whenever the affiliation is terminated. AUSIT and the Affiliate agree to find mutually acceptable substitutions if one or more of the stated services cannot be provided as intended.
  - 6.1 AUSIT shall prominently place on the AUSIT website the Affiliate's logo and an indication that AUSIT is in affiliation with the Affiliate. The Affiliate shall provide its logo meeting all its design criteria to AUSIT for this purpose, and AUSIT shall not use the logo for any other

purposes unless authorised by the Affiliate. The Affiliate may in addition provide restrictions regarding its logo use in section 13 of this agreement.

- 6.2 AUSIT shall provide one ¼-page free advertisement per year in the AUSIT In Touch magazine for a chosen course/program of the Affiliate. In the event that the publication of the AUSIT In Touch magazine significantly changes from its publication form as at the inception date of this agreement, AUSIT shall provide equivalent online advertising exposure to the Affiliate.
- 6.3 The Affiliate shall be given the opportunity to advertise its courses / programs through AUSIT's eFlashes to the AUSIT members from the state in which the courses / programs are offered, provided that such communication facility is offered by AUSIT during the affiliation period. There shall be no limitation as to the number of eFlashes sent on behalf of the Affiliate during the affiliation period.
- 6.4 AUSIT shall provide one free registration to the AUSIT national conference or to the applicable state or territory mini-conference for a member of the Affiliate's staff who is also a paid member of AUSIT, provided that such an event is held by AUSIT during the affiliation period.
- 6.5 The Affiliate shall have access to the AUSIT mentoring program, provided that such a program is offered by AUSIT during the affiliation period.
- 6.6 The Affiliate shall be entitled to a maximum of two free nominations per year for the AUSIT Student Excellence Awards, provided that such awards are offered by AUSIT during the affiliation period.
- 6.7 The Affiliate shall receive the visit of one AUSIT local branch representative to speak to students.
- 6.8 The Affiliate shall be entitled to nominate one Academic representative (who is also an AUSIT member) on the AUSIT Education Committee.
- 6.10 AUSIT may, at its discretion, provide additional services over and above those mentioned above; however, AUSIT shall have the right to alter or withdraw such additional services without compensation of any kind by giving reasonable notice.
7. The Affiliate may indicate that it is an "Affiliate" of AUSIT, but it shall not indicate, or otherwise create the impression, that it is a "member" of AUSIT.
8. This affiliation is non-exclusive, and both AUSIT and the Affiliate are free to enter into other affiliations or agreements with any other institution.
9. The inception date of this affiliation shall be the date on which both parties shall have signed this agreement, and the agreement becomes effective when the affiliation fees have been paid.
10. Each party to this Agreement shall take all reasonable steps to safeguard information belonging to the other party, and shall not misuse any confidential information disclosed by a party. Each party is bound to observe relevant Commonwealth, State or Territory privacy legislation.
11. In the event that the Affiliate terminates this Agreement because of AUSIT's substantial noncompliance with the terms of this Agreement, any contractual damages which the Affiliate may seek from AUSIT shall be limited to the annual affiliation fee paid for that year.
12. The signatory of the Affiliate shall become the official contact person for the purpose of administering this agreement unless other contact persons are designated by the Affiliate below:  
Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Name: \_\_\_\_\_ Email: \_\_\_\_\_
13. The Affiliate wishes to record the following restrictions regarding the use of its logo, if any:

14. AUSIT and the Affiliate shall accept each other's electronic signatures in this document.

Signed on behalf of the Affiliate

Signed on behalf of AUSIT