



GUIDELINES AND SUBMISSION REQUIREMENTS

CANDIDATURE

Bidding to organise the
2027 UIA International
Forum



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BIDDING TO ORGANISE THE 2027 UIA INTERNATIONAL FORUM

1. INTRODUCTION

The International Union of Architects (UIA) - the only global organisation representing the world's 3.2 million architects - is an international non-governmental organisation uniting professional associations of architects in over 100 countries and territories around the world. Founded in 1948, its mission is to represent the architectural profession, its activities and its relations internationally. The UIA Secretariat is located in Paris.

2. TERMS OF REFERENCE

This document provides UIA Member Sections with the information required to bid for organising the UIA International Forum, the UIA General Assembly and associated meetings. It identifies the documents a Member Section must submit to become a candidate host city.

The nominated host will stage an event consisting of five (5) consecutive days: two (2) days for the 2027 UIA International Forum, one day for a UIA Council meeting, and two (2) days for the General Assembly. The term “event” herein refers to the entire five-day period, comprised of the above activities.

Within 90 days of election, the UIA Member Section will sign an agreement with the UIA stipulating the conditions for the International Forum, General Assembly and associated meetings (Appendix 1).

If the elected UIA Member Section cannot sign these contracts within the established period following the UIA General Assembly, the UIA may assign the organisation of both events to the runner-up in the General Assembly election.

The International UIA Forum

In order to enhance the relevance of its activities and increase the frequency of substantive engagements with its Member Sections, the UIA is committed to holding Forums approximately midway between the triennial UIA World Congresses.

Forums must include:

- An opening ceremony presenting the Forum theme, with the participation of dignitaries and authorities from the host country, representatives of partner organisations and the UIA itself. Seminars and exhibitions organised by UIA Member Sections, Regions and UIA Commissions and Work Programmes can complete the programme in agreement with the UIA;
- Sessions will deal with different aspects of the theme. They are open to architects from all over the world based on the submission of refereed abstracts and papers;
- Social events offering architects the chance to meet other architects from around the world, including a welcome reception and a farewell party. Both should be free of charge and open to all registered participants;
- Various study trips to discover the architecture of the city hosting the Forum.

The UIA General Assembly

The General Assembly is the supreme body of the UIA, consisting of delegates from the UIA Member Sections and members of the UIA Council. General Assembly meetings usually involve up to 400 delegates according to the actual number of votes. They require special seating arrangements as well as facilities for electronic voting and simultaneous interpretation (see provisions in Appendix 1). Their choices need the approval of the UIA. The proposal will need to be submitted at least six months ahead of the event.

The UIA Council meeting

The UIA Council is the body responsible for directing the affairs of the Union between Assembly meetings. It consists of the President, the Immediate Past President, the Secretary General, the Treasurer, a Vice-President from each of the five Regions and four Council Members from each of the five Regions. Commission Co-Directors as well as Past Presidents are invited to attend the session. The maximum number of attendees is 50.

A one-day long UIA Council meeting should take place before the start of the UIA General Assembly. This meeting is devoted to reviewing the final details of the General Assembly and associated events.

Associated UIA meetings and events

In addition to the formal meeting of the UIA Council and the UIA General Assembly, various UIA Work Programmes and Commissions may also hold meetings, seminars and workshops during the period of these events. Specific details and requirements will surface during planning with the elected host Member Section and municipality, but bidders should provide for a range of additional meeting and exhibition areas.

Financial conditions

As compensation for the rights accorded to the Member Section for organisation of the event, the candidate must commit, if elected, to pay to the UIA an administrative fee of 240,000 Euros, irrespective of the financial outcome of the event, in instalments over a two-year period after election.

The host will also provide reduced rates for delegates representing their respective Member Sections at the General Assembly. The number of delegates for each Member Section will be equal to the number of votes attributed.

Schedule, theme proposal and procedures

The UIA wishes to hold the event in November 2027, in order to maintain a sufficient period in advance of the 2029 UIA World Congress and General Assembly to be held in Beijing, China. The host must propose a topic of general interest in alignment with the strategic goals of the Union unless the UIA includes a specific topic the call. In any case, the theme will be further developed in agreement with the UIA.

Proposals must be submitted to the UIA Secretariat in Paris by close of business (17:30 Paris Time) on Thursday 25 April 2024.

The UIA Secretariat will review proposals received by the prescribed deadline for compliance with these guidelines and by Friday, 14 June 2024 will advise all candidates if they have been selected to present their candidature before the UIA General Assembly on 18-19 November 2024 in Kuala Lumpur, Malaysia.

The host city will be selected by a simple majority vote at the UIA General Assembly during the International Forum in Kuala Lumpur, Malaysia on 18-19 November 2024.

Coordination UIA and Host Member Section

A Coordinating Council must be created for the establishment of the general principles governing the 2027 Forum, the monitoring and orientation of the preparatory works, the achievement of coordination and cooperation among different parties, as well as the management of the Agreement signed between the UIA and Hosting Member Section

The Coordinating Council must be composed by 3 representatives of the organisers and 3 representatives of the UIA.

The secretarial functions of the Coordinating Council shall be arranged and executed by Hosting Member Section.

Presentation to the UIA General Assembly

The time available for presentations to the UIA General Assembly is twenty minutes. The UIA will not extend this time under any circumstances or for any reason. The presiding officer of the General Assembly will curtail presentations that exceed the allotted time. The candidates will propose a theme that will be further developed in agreement with the UIA.

Promotion of the candidate cities should not interfere with the General Assembly itself. Candidates may provide promotional information outside of the Assembly hall and this should take place only in these allocated spaces.

No promotional activities or programmes, apart from the official presentation, can occur inside of the Assembly hall. No promotions can occur during lunches or coffee breaks. Member Sections wishing to organise an event to promote their candidacies may do so only after the General Assembly adjourns at the end of the day.

3. SUBMISSION REQUIREMENTS

All information furnished by proposers is binding and cannot be altered after submission of the documents to the UIA Secretariat in Paris. All bids are confidential submitted by electronic means to uia@uia-architectes.org. The proposal must have a signature engaging.

All offers remain valid until the contract is signed or for one year after the selection of the city by the assembly.

Appendix 1: Checklist of Documents to be submitted

Presentation letters

A presentation letter by the Member Section signed by the president or head of institution and introducing the candidacy for the organisation of the UIA International Forum, General Assembly, Council Meeting and associated meetings.

Financial commitments

A letter signed by the Member Section, signed by the president or head of institution, accepting the financial obligations stated in the Terms of Reference.

Additional documents for the UIA International Forum

Forum theme

The theme proposed for the Forum should have a clear focus. The theme should build upon, not repeat, earlier discussions from previous UIA Congresses and Forums, and thus contribute to the harmonious growth and development of the profession for the benefit of the environment and community. The chosen theme must be in line with the aims and strategic goals of the Union. It will be developed with the agreement of the UIA.

The discussions of the chosen theme at the Forum should culminate in a concluding statement, as well as recommendations and/or declarations in collaboration with the UIA.

Documents to be submitted: One (1) page of description

Forum title

The Forum title synthesises the Forum theme, facilitating the dissemination and communication of its content throughout the architectural community and to all concerned parties. Member Sections are not required to provide a final Forum title, but may choose a provisional title. The final title is subject to the approval of the UIA.

Documents to be submitted

Candidates that already have a defined a Forum title should submit an explanatory document (one page).

Programme and activities

The written proposals must also include the following documents:

1. An outline of the proposed event programme and activities, including any preparatory work for the Forum, possible partners or stakeholders, focusing on the unique offerings and advantages of the host locations and venues.
2. A definition of the expected involvement of local, national or international government authorities and bodies, with at least provisional letters of commitment from those entities.
3. An assessment of the potential impacts and outcomes of the 2027 UIA International Forum, including once the Forum is over.

Dates and schedule

The date of the fourth UIA International Forum is thereby November 2027.

The following template serves as the basis for the organisation of these events, as it enables participants to concentrate all the activities in the five-day period:

Day 1 Council meeting (one day) + Welcome reception (evening)

Day 2 Forum (including Opening ceremony)

Day 3 Forum (including Closing ceremony)

Day 4 General Assembly

Day 5 General Assembly

Documents to be submitted:

A statement indicating the scheduled dates of the event.

The programme should include architectural visits.

Forum Venue

With regard to the capacity of rooms and halls, the following conference facilities are deemed necessary for the organisation of a UIA Forum:

- Enough space to host the opening and closing ceremonies;
- A conference facility with a seating capacity of at least 4,000 people for the sessions with keynote speakers;
- A reasonable conference rooms with a seating capacity of approximately 50 people for seminars, workshops and exhibition areas; these should be equipped and provided free of charge if requested by the UIA
- An entry hall and space for registrations of approximately 500 square metres;
- A press room
- Work space for the Secretariat, the UIA President and Secretary General of appropriate space;
- All halls must have convenient access for the physically disabled

Other facilities recommended for a UIA Forum are the following:

- Restaurants and cafeterias with sufficient capacity based on the number of registered participants;
- Telephone and internet services;
- A currency exchange office and ATM;
- A tourist office, travel agency, and car rental offices;
- Health services;
- A cloakroom;
- An outdoor recreational area.

The above-mentioned facilities should be equipped for the following:

- Simultaneous interpretation into English, French, Spanish, and Russian for the opening and closing ceremonies as well as the main sessions. If the native language of the host country or city is not one of the above, the organising Section may add that language to the above list. Simultaneous interpretation into other languages may be provided at the request of a Member Section, ready to cover all the related expenses.
- The necessary means for recording the main sessions;
- Interpretation (simultaneous or consecutive) of the speeches at the social events, into at least English and French, the working languages of the Union for Bureau and Council meetings. Other languages may be used at the request of a Member Section ready to cover all the related expenses.
- An efficient signposting system in the four official languages to facilitate participants' use of the venues;
- Computer, printer, Internet access, and copy machine in the offices allocated to the UIA Secretariat, President and Secretary General.
- Member Sections hosting Forums are strongly encouraged to provide simultaneous signing to assist the hearing impaired.
- Fixed microphones in the rooms.

Assembly venue

The following are the necessary facilities and technical equipment for the UIA General Assembly:

- A hall with a seating capacity of 500 people with sufficient table space for delegates to take notes and consult their documents. A stage or podium with a table for 12 people should be set up facing the delegates so that the UIA Bureau can chair the meeting (+ screens facing Bureau to see what is projected). A room with natural light would be preferred.
- Simultaneous interpretation of all sessions into English, French, Spanish, and Russian. The organising Section may add its language to these if it considers it appropriate;
- The necessary equipment for electronic voting;
- The necessary equipment for video projection;
- The necessary equipment for audio recording of the debates;
- Podium, table and floor microphones;
- An annexed office space where the UIA Secretariat can work and store the material required to run the Assembly. This space must be equipped with Internet access, printers and copy machines;
- A nearby restaurant/cafeteria specially reserved for delegates to have a quick meal during the lunch break;
- All rooms must have convenient access for the physically disabled;
- Member Sections hosting the Assembly are strongly encouraged to provide simultaneous sign language to assist the hearing impaired.
- Nameplates for delegations.
- Badges for delegates.
- Electrical power hook-ups and full Internet access for all delegate seating stations.
- Facilities to enable Member Sections to participate and vote virtually in the General Assembly (if requested by the UIA).

Council meeting venue

The facilities and technical equipment needed for UIA Council meetings are as follows:

- A room seating approximately 50 people in u-form with sufficient space for members to take notes and consult their documents.
- Simultaneous interpretation of the sessions into English and French;
- A computer, a digital projector and a screen for projection;
- Podium and table microphones;
- The necessary equipment for audio recording of the debates;
- Nameplates for participants;
- Electrical power hook-ups and full Internet access for all delegate seating stations.

In order to evaluate all of the above, the following documents must be provided:

- A plan (or a series of plans) of the Forum venue(s), indicating the size and capacity of halls, conference rooms and exhibition rooms. The intended use of each of the halls for Forum activities must be shown. Technical equipment for each of the rooms must be indicated.
- A plan indicating the position of the Forum venue(s) and the main points of interest in the city. This plan should also indicate the distance between the two and the means of transportation available from one to the other.
- Detailed information about the system to be used for the mandatory electronic voting at the Assembly.

Accommodation venues

Organisers of a UIA Forum need to ensure a sufficient number of hotel rooms for those attending the event. All categories of rooms must be available and a considerable number of the hotels must be within reasonable distance of the Forum venue, either on foot or by public transport. This is particularly relevant with regard to the hotels where Council members stay.

The organisers also need to provide accommodation at the lowest possible rates for students of architecture and young architects. Usually, these rooms are provided in student dormitories, particularly when Forums take place during the academic holidays and dormitories are not occupied by their regular users.

To encourage participation, Forum organisers are advised to negotiate preferential hotel rates for Forum participants.

Key factors in a city's suitability with regard to hotels are:

- Number of rooms available
- Room rates
- Distance between hotels and Forum venue

When bidding for a UIA Forum, the following documents must be submitted:

- A complete list of the city's hotels, indicating the number of rooms at each, listed by category and price (indicating current rates)
- A map indicating the relative position of the Forum venue and available hotels, and the distances between them. The hotel categories must also be indicated. The location of the hotel for UIA Bureau and Council members should also be marked.
- If negotiations have been undertaken to obtain preferential rates for the UIA Forum, they should be explained in a separate document.

Other requirements

In order to bid for the organisation of a UIA Forum, the applying Member Section must commit itself to:

- Engage all possible measures to ensure that the relevant national authorities grant visas to all participants in the event;
- Provide free first aid at the venue during the Forum hours. Participants will be urged to take out individual insurance policies to cover medical and medical evacuation expenses;
- Providing security for all attendees and the objects on display in the exhibitions;
- Provide assistance in the transit (entry and exit) of all documents and objects to be presented at the Forum and provide assistance in the printing of documents on site;
- Provide assistance in the transit (entry and exit) of all documents belonging to the UIA and related to the celebration of the event and provide assistance in the printing of documents on site;
- Developing an intensive policy of communication with the media to promote the Forum and the UIA;
- Provide free accommodation for 6 nights (including breakfast and excluding any extras such as telephone, room services, etc.) for the members of the UIA Council, the Commission Directors, the former UIA presidents and the UIA staff, for the nights of the Council meetings, Forum and Assembly (maximum of 50 persons in total);
- Provide morning and afternoon coffee/tea during the breaks for all participants at the Assembly and Council meetings;
- Meet and provide transportation (shuttle bus) to and from the airport and hotel for each member of Council and their accompanying person;
- Reimburse the travel expenses (economy class in all flights lasting less than 9 hours, business class or equivalent in those flights exceeding that time) and hotel accommodation necessary for two visits by the UIA representatives belonging to the Coordinating Council (up to 3 persons) responsible for monitoring Forum preparations.

The following documents must be submitted:

- A letter from the bidding Section undertaking to carry out all of the above;
- Evidence of negotiations undertaken with the government ministry responsible for issuing visas;
- If negotiations have already begun with regard to points other than the above (agreements with insurance companies, etc.), a separate document must be submitted providing further information.

Financial aspects

Registration fees

The fees to be paid by participants in the Forum vary a great deal depending on the country in which the Forum takes place and the organisers' internal economic plan. The lower the fee, the higher the attendance they can expect to attract.

Sections bidding for the organisation of a UIA Forum are requested to provide precise information about the registration fees for in-person and/or virtual participation, indicating the differences between architects, students, and accompanying persons, and whether they would vary depending on proximity to the Forum dates.

The fees cited should include any applicable taxes.

Fellowships

In order to encourage the participation of developing countries, the UIA requires up to 50 fellowships to be offered to architects and students of architecture from these countries.

Feasibility plan by the Member Section

Financing a UIA Forum requires an awareness of the specificities of such an event, the creation of a reasonable budget, and ensuring that the necessary funding is obtained. Bidding Sections are urged to reflect seriously on these issues before applying.

Sections need to provide the UIA with reasonable economic backing for their proposal, by presenting an estimate for the organisation of the Forum and information about the expected sources of income.

Documents to be submitted:

- The financial proposition detailing the fee the Member Section will pay to the UIA and confirming the schedule of payments.
- A document providing information on all relevant laws in the Member Section's country relating to the transmission of payment to the UIA Secretariat in Paris.
- A document stating the registration fees participants would have to pay, indicating the different rates for architects, students, and accompanying persons, and whether they would vary depending on proximity to the Forum dates.
- An estimated budget for the organisation of the Forum and an indication of the expected sources of income.

Appendix 2: Model contractual Agreement

Immediately following selection of the host for the 2027 UIA International Forum, the UIA will prepare an agreement based upon the clauses in Appendix 1, for signature within 3 months from the day of the election.

FIRST: GENERAL PROVISIONS

In the AGREEMENT, the term EVENT refers to the *2027 UIA International Forum* and all the activities related to it, including the General Assembly and the Council meeting.

The Host Member Section, as the entity responsible for the EVENT, shall conduct the Forum, Council meetings and General Assembly in person. However, it shall be obliged to switch to a hybrid format (combination of in-person and virtual interaction) to accommodate more participation at the request of the UIA and at its own cost. The Host Member Section can also propose a hybrid format with the consultation and agreement of the UIA.

SECOND: FINANCIAL PROVISIONS

As compensation for the rights accorded for the organisation of the EVENT, the elected Member Section shall pay to the UIA the amount of 240,000 Euros, irrespective of the financial outcome of the EVENT. The above amount shall be considered as final upon signing of the AGREEMENT right after the election.

The guaranteed amount mentioned above shall be paid to the UIA in 3 instalments as follows:

The first payment:	Euro 80,000 at the signing of this contract
The second payment:	Euro 80,000
The third payment:	Euro 80,000.

The schedule of payment for second and third instalments shall be negotiated and decided by the contracting parties.

Late payment will be considered to be a breach of contract and a legitimate reason for the UIA to withdraw from this AGREEMENT.

In the case of withdrawal, the elected Member Section's financial commitment, as provided above, shall be limited to the total amounts effectively payable on such date, with the exclusion of the non-matured instalment, which shall definitively be considered as waived.

Under the present AGREEMENT, the elected Member Section shall retain all the revenue that arises from publications, visual property and souvenir sales, rentals, sub-contracts, interests, rental of floor/exhibition space, etc. Reciprocally, the elected Member Section shall undertake at its charge all obligations arising from the management of the entire EVENT and shall expressly refrain from any repercussions or compensations affecting the economic rights granted to the UIA.

THIRD: REGISTRATION FEES

The registration fees for those attending the Forum are the responsibility of the elected Member Section and will be decided in agreement with the UIA. The host will also provide reduced rates for delegates representing their respective Member Sections at the General Assembly. The number of delegates for each Member Section will be equal to the number of votes attributed.

FOURTH: RIGHT TO PRODUCE AND USE SYMBOLS, ANAGRAMS, AND LOGOS

The UIA hereby grants to the elected Member Section the right to reproduce and use UIA trademarks, trade names, symbols, anagrams, and logos in relation with the promotion, funding, and organisation of the EVENT. The UIA warrants that it has the entire right, title and interest in the UIA trademarks, trade names, related symbols, anagrams, and logos and is fully authorised to accord the above rights to the elected Member Section.

The elected Member Section may produce a specific trademark, trade name, symbol, anagram, and/or logo for the EVENT to use in addition to those of the UIA in relation to the promotion, funding, and organisation of the EVENT.

The elected Member Section may file the above in international or national trademark registries, but the elected Member Section shall always use the EVENT-specific trademarks, trade names, symbols, anagrams and logos only in conjunction with those of the UIA.

FIFTH: ORIGINAL CREATIONS

The rights of intellectual property on all *Forum* outputs and conclusions are reserved to the UIA for the purpose of use and publication of any reports or white papers and their dissemination.

SIXTH: GENERAL RESPONSIBILITIES OF THE ELECTED MEMBER SECTION FOR THE EVENT

The elected Member Section will engage all possible measures to ensure that the relevant national authorities grant visas to all participants in the event.

The elected Member Section shall have full responsibility for organising the EVENT and all its related activities, which shall be open to participants from all countries of the world. It shall:

1. provide assistance in the transit (entry and exit) of all documents and objects to be presented at the Forum and provide assistance in the printing of documents on site;
2. develop an intensive policy of communication with the media to promote the UIA International Forum;
3. collaborate with the UIA Secretariat in promoting the event and provide promotional material for the same
4. provide free accommodation for the members of the UIA Bureau and Council, directors for each of the four Commissions and the UIA staff attending the event, (a maximum of 50 persons in total);
5. provide morning and afternoon coffee/tea during the breaks for all participants at the Council meeting and the General Assembly;
6. provide lunch for all participants at the Council meeting and the General Assembly;
7. reimburse the travel expenses (economy class for all flights lasting less than 9 hours and business or equivalent for flights lasting 9 hours or more) and hotel accommodation necessary for up to two visits by the UIA representatives (a maximum of 3 persons per visit) in charge of providing advice and monitoring the preparation of the EVENT;

SEVENTH: COUNCIL MEETING, ELECTED SECTION'S RESPONSIBILITIES

The Council meeting will last of one full day immediately prior to the Forum Opening. The elected Member Section shall provide:

1. A room seating approximately 50 people with U-shape configuration facing the interpreters, with sufficient space for members to take notes, and to consult documents on laptop computers.
2. Simultaneous interpretation of the sessions into English and French, including personnel and equipment;
3. Sufficient number of table-top microphones and power sockets to meet needs of all participants.
4. Audio recording;

EIGHTH: UIA GENERAL ASSEMBLY, ELECTED SECTION'S RESPONSIBILITIES

The UIA General Assembly will take place during one full day right after the Forum. The elected Member Section shall provide:

1. space for UIA staff to accredit UIA delegates to the General Assembly. Adequate equipment must be provided for the UIA staff;
2. simultaneous interpretation services in English and French, including personnel and equipment for the Assembly business sessions, and audio recording;

3. a hall with seating capacity for 400 people with sufficient table space for delegates to take notes and consult their documents as well as power outlets for their laptops. A stage or podium with a table facing the delegates so that the UIA Bureau can chair the meeting (+screens facing Bureau to see what is projected).
4. the necessary facilities, staff, and equipment for electronic voting and detailed information about the system of voting, including testing during the Assembly;
5. the necessary equipment for video projection, podium, table, and floor microphones;
6. an annexed office space where the UIA Secretariat can work and store the material required to run the Assembly. This space must be equipped with computer, printer, Internet access, and copy machine;
7. all rooms and facilities must be accessible for persons with reduced mobility;
8. nameplates for delegations and badges for delegates.
9. Virtual platform for participation and voting for those delegates attending the General Assembly online in the event that a hybrid format is adopted, as per Clause 1 above.

NINTH: UIA FORUM, ELECTED SECTION'S RESPONSIBILITIES

The UIA Forum will take place over two (2) full days.

The elected Member Section shall provide the following services in relation to the needed spaces:

1. simultaneous interpretation into English and French, including personnel and equipment, for the opening/closing ceremonies and working sessions.
2. video recording of the full proceedings of the Forum and all speeches and discussions.
3. an efficient signposting system, in English and local language, in the venue
4. computers, printer, internet access, and photocopier in the offices allocated to the UIA Secretariat.
5. A meeting room for the UIA International Officers with a seating capacity of 10 people.
6. The elected Member Section shall be responsible for the preparation and printing of the Forum thematic documentation, including summaries of presentations and/or selected presentations, to be given to participants upon arrival.
 - a) All documentation prepared by the elected Member Section shall be translated, at least, to English and French.
 - b) Links to final Forum documentation shall be forwarded, by the elected Section, to the UIA Council at the latest 3 months after the end of the Forum.
7. The Official Forum website shall be set up by the elected Member Section, and hyperlinks shall be established between this site and the UIA's website in order to promote the Forum.
8. The speakers shall be selected in consultation with the UIA. All costs related to the selected speakers regardless whether they are invited by the elected Member Section or by the UIA shall be borne by the elected Member Section.

TENTH: RESPONSIBILITIES OF THE UIA

The UIA shall provide the following services to the EVENT:

1. For the UIA Council meeting, the UIA shall provide and distribute, the agenda and other meeting materials.
2. For the UIA General Assembly the UIA shall provide and distribute:
 - a) the agenda and other meeting materials to the official delegates representing the UIA Member Sections;
 - b) all voting information for the Assembly sessions.
3. For the UIA Forum the UIA will:
 - a) Provide assistance in the development of the intellectual content of the Forum, for which the elected Member Section shall be primarily responsible. The UIA's Secretary General shall be responsible for the day-to-day liaison between the UIA and the elected Member Section;
 - b) solicit papers responding to the thematic requirements of the Forum, in one of the working UIA languages, from the UIA Commissions, Work Programmes and Member Sections.
 - c) solicit the support, representation, and attendance of the Presidents and members of the UIA Member Sections;

- d) provide wide coverage in the UIA communication channels, encouraging attendance to the Forum;
- e) help the elected Member Section representatives with the organisation of the Forum and facilitate the elected Member Section direct access to all information concerning such organisation;

ELEVENTH: FORCE MAJEURE

1. Force Majeure conditions are defined by the parties as any circumstances beyond the control by the parties caused by terrorist acts, pandemics/epidemics, the occurrence of an act of God, and including but not limited to fire, typhoon, flood, earthquake, strike, riots, insurrection, war, embargoes, failure of carriers, slowdown, acts of the public enemy, compliance with law, regulation or other governmental order whether or not valid, or any other causes beyond the reasonable control of the parties.
2. If one of the two parties cannot fulfil its responsibilities as stated in the agreement because of Force Majeure, the affected party must notify the other party in writing, giving the details of the situation. Both parties will engage negotiations to determine the most reasonable solution.
3. If an event of Force Majeure occurs, neither party shall be responsible for any damages, increased costs, or losses to the other party that result from it. Any failures or delays resulting from an event of Force Majeure shall not be considered as a breach of this agreement.
4. A party claiming inability to meet the requirements of this agreement due to an event of Force Majeure shall take appropriate measures to minimize or remove the obligation affected by Force Majeure.
5. Due to the unforeseen circumstances that make it impossible for the Host Member Section to host the EVENT in person or hybrid format, the entire EVENT could be held online with the consent of the UIA.
6. If the circumstances of Force Majeure are such to prevent the realisation of the event or its continuation the remaining payments mentioned in the Second Clause will be considered waived, and only the sums already received by the UIA and considered non- reimbursable will remain the property of the UIA.

TWELFTH: APPLICABLE LAW AND ARBITRATION

1. The agreement between the UIA and the elected Member Section shall be governed by the French law.
2. If a dispute arises between the UIA and the elected Member Section out of or in connection with this agreement, its formation, its validity, its interpretation, its performance and/or its termination, the complainant shall set out in writing the nature of the dispute and communicate it to the other party. Both parties' Presidents shall make every effort to resolve the dispute by mutual negotiation within a period of 3 months.
3. If no mutual agreement is reached, the aforementioned disputes shall be settled by arbitration under the rules of Arbitration of the International Chamber of Commerce of Paris, by three (3) arbitrators appointed in accordance with said rules. The arbitration proceedings will be conducted in English.
4. The place of arbitration shall be Paris, France.
5. The parties hereto agree to be bound by the arbitration award and waive any other rights that they may have to any other jurisdiction.
6. This provision shall not preclude the right of either party to address any competent courts or tribunal in regard to obtaining temporary or precautionary measures.

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