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**ASSIGNMENT AGREEMENT   
FOR PAYMENT OF FEES**

# Assignment Agreement for Payment of Fees

Applicable for fees to be paid for a lecture or presentation, including seminars,   
panel discussions, workshops, sparring (by a natural person)

***1. Parties to the Agreement***

Principal (Client) Client organisation

Address  
Postal code and city

Contact person:

Firstname Lastname  
firstname.lastname@taike.fi  
tel. 0295 330 XXX

Agreement contact person:

Firstname Lastname  
firstname.lastname@taike.fi  
tel. 0295 330 XXX

### Supplier Firstname Lastname

Personal ID

Address

Postal code and city

E-mail and phone number

Bank account

## 2. Assignment

2.1 Target/description of assignment Client organisation hereby orders the following lecture

from Firstname Lastname:

2.2 Tasks of the assignment

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2.3. Schedule and number of hours The assignment shall be performed between of the assignment xx.xx.20XX – xx.xx.20XX, for a total of xx hours.

3. FeesA fee of XX euros shall be paid after the lecture to the bank account provided by the Supplier.

The Supplier shall return the signed agreement together with his/her **tax card** to the Arts Promotion Centre Finland (Taike) at the address given above.

4. Reimbursement of expenses Travel expenses shall be reimbursed.   
Instructions and details here.

5. Other terms -

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6. Settlement of disputesIn the first instance, any disputes shall be resolved by negotiation. If no agreement is reached, the dispute shall be settled by the district court of XX.

7. ValidityThis Agreement shall enter into force upon signature by both Parties and shall remain in force until the assignment is completed.

Identical copies of this Agreement have been made for all Parties to the Agreement.

***8. Date and signatures***

*Date*

Principal (Client) *Contact person for the Supplier*

Firstname Lastname Firstname Lastname

The signed agreement should be returned to the following address together with your YEL insurance certificate (if required):

Client organisation

Address

Postal code and city