



**AMERICAN ROSE SOCIETY**  
**HOST CONTRACT FOR SPRING, MINIATURE OR FALL**  
**NATIONAL CONVENTION & ROSE SHOW**

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_ between \_\_\_\_\_ (Host) and the **American Rose Society (ARS)**.

1. **ARS herewith agrees** that \_\_\_\_\_, will serve as Host for the: SPRING\_\_\_\_ MINIATURE\_\_\_\_ FALL\_\_\_\_ National Convention & Rose Show for the year \_\_\_\_\_, in \_\_\_\_\_ (City), \_\_\_\_\_ (State) on a date and at a site selected by the Host, pending approval by the ARS Board of Directors.
2. **Hotel and Dates:** Host will select a hotel(s) and/or meeting facilities adequate to accommodate expected attendance for planned events. Proposed dates for the convention should not conflict with other published or ARS Board of Directors approved national events and should, as much as possible, facilitate attendance by the greatest number of attendees.
3. **Convention Events Schedule and Rose Show:** The Host agrees to submit the following:  
*AT LEAST NINE (9) MONTHS IN ADVANCE OF THE CONVENTION:*  
**To the Executive Director, Assistant to the Executive Director and the Convention Planning Committee Chair:**
  - The proposed Schedule of Events  
(ARS is responsible for planning the meetings of the Finance Committee, Executive Committee, Board, of Directors and ARS Members Meeting, and will work in conjunction with the Host regarding the dates and times to schedule those meetings).*AT LEAST SIX (6) MONTHS IN ADVANCE OF THE CONVENTION:*  
**To the National Chairmen of Horticulture, Arrangements and Photography Judges:**
  - The proposed schedule for the National Rose Show must be submitted, to the Executive Director, Assistant to the Executive Director and to the National Chairmen of Horticulture, Arrangement and Photography Judges for the purpose of review and conformance to ARS guidelines, and for the correctness of wording for the National Challenge Classes. Any corrections by National Chairmen should be sent to the Host Show Chairman within 30 days of receipt.
4. **ARS Assistance Available to Host:** The American Rose Society will provide all available documentation that may assist the Host in producing a successful convention. The Executive Director is available for consultation.
  - In addition, ARS shall utilize marketing resources to publicize the convention to our members, including: [www.rose.org](http://www.rose.org), E-blasts and Social Media, and an article by the Host in *American Rose*

magazine, in an issue to be designated by the *American Rose* Managing Editor. Article must meet editorial parameters.

5. **The “ARS Procedures for Hosting a Spring, Miniature, or Fall National Convention”** will be provided to the host.

The signing of this contract acknowledges that the host has read and agrees to comply with these procedures, which include:

- The ARS President, the Executive Director and the Assistant to the Executive Director will be provided with complimentary hotel accommodations for the convention. These accommodations shall run from the day before the Finance Committee meeting to the end of the convention.
- Complimentary registration, and meals (if not included in the registration fee) and tours (provided space is available) will be provided to the ARS President, Executive Director and the Assistant to the Executive Director.
- An ARS Membership table will be provided with ARS membership information. This can be part of the registration desk.

6. **Books, Records and Accounting**: Host shall establish books and records of income and expenses according to standard accounting practices and shall supply a report to ARS within six (6) months of the completion of the convention. It is mandatory for the host society to set up a separate bank account for the convention. The ARS Executive Director is available to review and comment on the submitted budget at the request of host.

7. **Profits and Losses**: Profits shall be allocated as noted below. Any loss is the responsibility of Host and shall be absorbed by Host.

- Profit from the convention is to be shared 40% to the National ARS treasury and 60% retained by Host. The 60% host profit is subject to District Bylaws or other District Guidelines.
- Any “seed” money on hand to meet contingencies shall be exempt from this provision. “Seed” money shall be defined as those funds loaned or on hand, to begin the convention process by either the local society host or the district host (or both).
- Items for sale by the host organization are their project and the profits are not shared.
- Items for sale by the ARS are their project and the profits are not shared.

8. **Dispute Resolution**: In the event of dispute over interpretation of this contract, arbitration under the rules of the American Arbitration Association shall apply. [Details provided upon request.]

9. **Agency**: Nothing in this contract shall be interpreted as creating a partnership or joint venture agreement between the parties hereto. Neither party to this contract is authorized to bind any other party to any obligation.

10. **Choice of Law**: This contract shall be construed under the laws of the State of Louisiana and any action or judgment relating to this contract may be brought only in said state.

**11. Liability Insurance:** The Host shall have in force during the convention a \$2,000,000 liability insurance policy obtained from ARS group plan or from any other approved source. If two host societies are involved, both should retain the insurance and riders. ARS Headquarters works with host to obtain necessary insurance certificates from the ARS Group Plan.

**12. Termination:** Either party shall have the right to request termination of this contract for stated causes upon written notice within 30 days of the signing of this contract.

IN WITNESS WHEREOF, the parties have set their hands and seal  
this \_\_\_\_\_ Day of \_\_\_\_\_, 2\_\_\_\_\_.

For: Host

For: American Rose Society, Inc.

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_  
(Name)

By: \_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

Date \_\_\_\_\_