

# Memorandum of Understanding

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**Between:**

**Armidale Drama and Musical Society** : of **ARMIDALE NSW** (referred to in this document as '**ADMS**') and  
**The Armidale Playhouse** : of **309-315 Beardy Street, ARMIDALE NSW** (referred to in this document as '**APH**')

**Preamble:**

**ADMS**, incorporating **APH**, is a society comprising two entities with each entity having separate functions but sharing aims, objectives and membership.

As the Trust Holder, the **APH** represents the physical building and land ("bricks and mortar") whilst the **ADMS** is the administrative and creative entity of the Society whose chief function is production and public performance.

It is necessary to maintain the two distinct business entities within the society to comply with Crown Lands requirements.

**APH** compliance is achieved by brief quarterly meetings where the accounts are tabled, minuted, and endorsed by the committee.

The administration of both the "**ADMS**" and "**APH**" components of the society is by one overarching committee comprising Presidents and Vice Presidents of both and a common executive.

The single administrative body, elected democratically and annually, will enable simplicity of administration, avoidance of any potential dispute and the day to day management of the Playhouse.

**Duration of the MOU**

- This is a non-binding Memorandum of Understanding (MOU) between **ADMS** and **APH**
- The MOU will apply from the **2020 AGM** of both organisations and will continue to apply until termination by either party on the giving of 1 month's written notice to the other.
- The **APH** recognises that the **ADMS** has First Priority use of its facilities on a pay by use basis with concessional rates as a community organisation.  
**ADMS** continues its financial support of **APH** at a rate to be determined annually at the **APH** AGM as submitted by the Treasurer.
- The parties may agree to vary any of the requirements of this MOU. Such agreements must be in writing and signed by both parties and approved by the membership

**Signatures**

Signed for **ADMS** by its authorised representative in the presence of:

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Name of witness  
Date:  
Signed for **APH** by its authorised representative in the presence of:

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Name of witness  
Date:

\_\_\_\_\_  
Signature of authorised representative

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Name and title of authorised representative

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Signature of authorised representative

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Name and title of authorised representative

