

Preamble:

To guide Pride Winnipeg managing members on managing contracts and the associated liability.

Policy Statement:

Officers and Directors are authorized to enter Pride Winnipeg Festival (The Corporation) into binding agreements with third party organizations and persons within their scope of authority (refer to policy CA-02-003 Delegation of Authority for further information). Officers and Directors are trusted to handle these agreements with care and fulfill all requirements on behalf of The Corporation. Mismanagement of agreements can lead to financial and legal consequences for The Corporation; Officers and Directors must exercise a duty of care to ensure The Corporation does not breach any agreements under their care. Failure to do so will result in the liability being passed onto the respected Officer or Director that was responsible for overseeing the agreement.

Procedure:

1. The Corporation will only honor written agreements that have been signed by an authorized member of The Corporation.
2. Officers and Directors will only enter The Corporation into agreements with third party organizations and persons within their scope of authority.
 - a. Any member of The Corporation that attempts to enter The Corporation into an agreement with a third party organization or person that is beyond their authority will be investigated. Furthermore the agreement in question will not be valid and The Corporation will not honor any promise stated in the agreement. Any financial or legal liability resulting from an unauthorized agreement will be the sole responsibility of the member of the organization that entered into the unauthorized agreement on behalf of The Corporation.
3. Upon signing an agreement the Officer or Director is responsible for fulfilling all requirements stated in the agreement including any responsibilities from The Corporation.
 - a. Any penalties resulting from a breach in an agreement is the sole responsibility of the Officer or Director whose signature is on the respected agreement.
 - i. The Board of Directors may overturn this on a case-by-case basis if the individual was found not to be at fault for the breach in agreement.

DATE	AMENDED BY	APPROVED BY	VERSION NUMBER
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