



## **N8 Equipment Sharing**

### **Summary of Agreement 1: Founder Member Agreement**

#### **Purpose of the agreement**

For a university to establish a company limited by guarantee to operate as its Cost Sharing Group (CSG).

#### **Background**

The Founder Member agreement encompasses a suite of documents required to establish a CSG at a University. The documents are currently under review by the project team. Once finalised, the documents will be made available via the N8 web pages.

The documents include a draft business plan, articles of association, a memorandum to gain internal approval to establish a CSG and an equipment lease agreement. The equipment lease agreement facilitates equipment to be leased from the host university to its CSG, allowing the CSG to lease it to its members.

#### **Key principles**

The documentation covers the following key principles:

- The CSG must provide services to the host university, these include managing and marketing the equipment database; managing the availability of equipment for research; issuing invoices to members and managing the relationships with members via the membership and access agreements.
- The CSG will charge the host university for the services it provides.
- The CSG will incur costs such as audit fees and any fees for any services provided to it from the host university.
- The host university will provide the CSG with support services such as invoicing, administrative services and accounting.