

Service Agreement

Tbilisi

-----, 2022

On the one part- **LLC University of Georgia**, represented by its president- Giuli Alasania and the Rector Konstantine Topuria, the trustee of the president Manana Sanadze,- (hereinafter referred to as the **“University”**) and on the other part -the physical entity

_____, P/N - _____ (hereinafter referred to as a **“Student”**), based on the present Agreement the parties agree on the following terms:

1. Subject of the Agreement

1.1 The subject of the present Agreement represents the preparation of the Student for the Certificate course of the Georgian-American Film Academy by the University in exchange for the appropriate remuneration.

2. Terms and Conditions of the Service

2.1 The University will enrol the Student in the preparatory/certificate course after making the payment of the service fee stipulated by the paragraph 3.2 of the present Agreement;

2.2 The duration of the preparatory course is: 12 weeks – from 2022 -----to 2022 -----.

2.3 The service will be performed at the following address: # 77a Kostava str. Tbilisi.

2.4 The performance and acceptance of the service will be confirmed by the Act of Delivery Acceptance, signed by the parties.

3. Settlement between the Parties

3.1 The cost of the Certificate Course of the Georgian-American Film Academy is USD 2100 equivalent in GEL, in accordance with the exchange rate established by the National Bank on the day of payment (includes the registration fee -USD 200).

3.2 Settlement is carried out in two stages:

Part I of the amount (USD 1250) no later than 2022 -----.

Part II of the amount (USD 850) no later than 2022 -----.

3.3. USD 200 from part I of the amount envisaged by the paragraph 3.2 of this Agreement represents the fee of registration, which is not subject to return.

3.4The settlement between the Parties will be carried out cashless, by transferring money to the bank account of the University.

4. Rights and Obligations of the Parties

4.1. The University is obliged:

4.1.1 To provide services to the Student in accordance with the rules established by this Agreement and within the determined terms;

4.1.2 To provide the educational process with appropriate teaching staff and material-technical base;

4.1.3 To create the necessary conditions for the students in order to develop the relevant skills;

4.1.4 To keep a journal of Students attendance;

4.1.5. To issue a Certificate confirming the completion of the Preparatory Course after its completion, and signing of the relevant Act of Delivery Acceptance by the Parties on providing and receiving the services envisaged under the present Agreement; In addition, the intensive attendance (at least 80%) at the meetings provided for in this Agreement and presentation of the final work (5-minute film) prepared within the Course represents a prerequisite for issuing the Certificate.

4.1.6.To give the student the opportunity to get acquainted with the part of the Internal Legal Acts of the University necessary for the Student at the beginning of the studies;

4.2 The University is entitled:

4.2.4 Not to admit the Student to the Preparatory Course and not to issue to the Student a Certificate confirming the completion of the course, if he/she does not pay or incompletely pays the preparatory course fee;

4.2.5 On bases of the current educational process at the university shall make changes in the rules of conducting the preparatory course and organizational procedures by informing the Student about the relevant changes.

4.3 The Student is obliged:

4.3.4 To receive the requested service and pay its cost within the rules defined by the Agreement and within the established terms.

4.3.5 To take care of the material and technical base and do not damage it.

4.3.6 Will be responsible for the deterioration of the item, unless the deterioration of the item is caused due to the normal depreciation.

4.3.7 To compensate for damages if he/she violates the terms of the present Agreement and/or causes the damage to the University by his/her culpable act.

4.3.8 To fill out the appropriate form when removing the material and technical inventory from the territory of the University based on the needs, shall indicate the duration of the removal and sign it

5 The Student is entitled:

5.1 To request from the University provision of services in the manner stipulated by the Agreement and within the established terms;

5.2 To request from the University to perform services in a quality and timely manner;

6 Validity of the Agreement and the Rule of its Termination

6.1. The Agreement is valid upon its signature by the Parties and will be valid for the entire duration of the service defined by the Preparatory Course, by taking into consideration the conditions defined by this Agreement, until the full and timely fulfilment of the obligations undertaken by the parties.

5.2 In case of termination of the Agreement at the initiative of the Student, the fee paid for the service will not be returned to the Student; Except for the case when there is such a deterioration of the state of health, that prevents the Student from the attendance at the Preparatory Course; In this case, the Student is obliged to present the relevant confirming document.

5.3 In the presence of Force-Majeure circumstances (circumstances that occur independently from the will of the Parties), which may affect the course of the Preparatory Course, the paid fee will not be returned to the Student, although, in case of suspension of the course, the corresponding part of the paid fee will be preserved to the Student and she/he will be able to use it in the teaching process of the next stream of the Preparatory Course.

7 General Provisions

7.1 By to the agreement of the Parties, the full copyright on the product created within the Preparatory Course belongs to the Student; and 51% of property rights based on copyright belongs to the Georgian-American Film Academy, 49% belongs to the Student. In addition, the Student has the right to non-

commercially display the product created within the course; The Parties also agree that in the subtitles of the product created within the course, the inscription "Produced by Georgian-American Film Academy" and the logo of the Academy should appear initially.

- 7.2 Amendments to the Agreement may only be made on basis of written amendments signed by both Parties.
- 7.3 The price of the service is fixed by this Agreement and can be changed only by mutual agreement of the Parties.
- 7.4 Any changes to the terms of the Agreement must be signed in the form of an Annex to the Agreement, which will be considered an integral part of the Agreement;
- 7.5 The service quality and standards defined by the executor according to the Agreement must be in accordance with the current Georgian rules and norms.
- 7.6 The parties agree that the relations, which were not regulated by this Agreement, shall be regulated by the legislation of Georgia;
- 7.7 The Agreement is drawn up in the Georgian language, in two copies bearing equal legal force.

8 Settlement of Disputes

7.1 The Parties shall do their best to resolve any disputes or misunderstandings that may arise in a friendly manner through negotiations.

7.2 If the Parties are unable to resolve the disputes through the negotiation, the case shall be governed by applicable law.

Details of the Parties

<p>University LLC University of Georgia 77a Kostava str. Tbilisi ID 205037137 JSC BasisBank BASGE22 A/N : GE80BS0000000008736095</p> <p>----- Giuli Alasania</p> <p>----- Konstantine Topuria</p>	<p>Student Surname, name _____ P/N _____</p> <p>----- (signature)</p>
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Act of Delivery-Acceptance

Tbilisi

----- 2022

On the one part - **LLC University of Georgia**, represented by its president Giuli Alasania and the Rector Konstantine Topuria, the Trustee of the president Manana Sanadze – (hereinafter referred to as the “**University**”) and on the other part the physical entity

_____, P/N - _____ (hereinafter referred to as a -“**Student**”), by signing the present Act of Delivery-Acceptance confirm the performance of the liabilities and the receipt of the appropriate remuneration envisaged under the Service Agreement, signed between them on 2022 ----- . The rules of payment is determined in accordance with the article 3 of the Agreement.

Details of the Parties

<p>University LLC University of Georgia 77a Kostava str. Tbilisi ID 205037137 JSC BasisBank BASGE22 A/N : GE80BS0000000008736095</p> <p>----- Giuli Alasania</p> <p>----- Konstantine Topuria</p>	<p>Student Surname, name _____ P/N _____</p> <p>----- (signature)</p>
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