

MEMORANDUM OF UNDERSTANDING

(This MoU is non-binding and made in good faith between the Parties herein named)

Date: [Insert Date]

BETWEEN

[Full Legal Name of Party A]

of [Physical/Postal Address]

Registration No. (if applicable): [Insert Number]

Represented by: [Full Name, Position]

(hereinafter referred to as “Party A”)

AND

[Full Legal Name of Party B]

of [Physical/Postal Address]

Registration No. (if applicable): [Insert Number]

Represented by: [Full Name, Position]

(hereinafter referred to as “Party B”)

Collectively referred to as “the Parties.”

1. INTRODUCTION

This **Memorandum of Understanding (MoU)** is entered into for the purpose of outlining a mutual understanding and intended collaboration between the Parties with respect to **[Insert Purpose – e.g., partnership on a development project, training, joint initiative, etc.]**.

This MoU is **non-binding** and does not create legal obligations but serves as a framework for continued discussion and cooperation.

2. PURPOSE

The objective of this MoU is to outline the intentions and areas of cooperation between Party A and Party B with respect to:

- [List Key Collaboration Areas]
 - [Specify shared goals, anticipated outcomes, or deliverables]
 - [Identify any resources or contributions by either party]
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3. ROLES AND RESPONSIBILITIES

Each party agrees to undertake the following respective roles:

Party A:

- [Describe obligations, support, or contribution]

Party B:

- [Describe obligations, support, or contribution]
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4. DURATION

This MoU shall be effective from the date of execution and shall remain in effect until **[Insert End Date or “further written agreement”]**, unless earlier terminated by either party with thirty (30) days' written notice.

5. CONFIDENTIALITY

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The Parties agree to maintain the confidentiality of all information exchanged in connection with this MoU, except where disclosure is required by law or prior written consent is given.

6. GOVERNING LAW

This MoU shall be governed by and interpreted in accordance with the **laws of the Republic of Zambia**, including but not limited to:

- The **Companies Act No. 10 of 2017**
 - The **Employment Code Act No. 3 of 2019** (if employment issues arise)
 - The **NGO Act No. 16 of 2009** (if one party is an NGO)
 - Any applicable subsidiary legislation
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7. DISPUTE RESOLUTION

In the event of any dispute arising from the interpretation or implementation of this MoU, the Parties shall attempt to resolve such dispute amicably through negotiation. If unresolved, the dispute may be referred to **mediation or arbitration** in accordance with the **Arbitration Act, Cap. 40 of the Laws of Zambia**.

8. NON-BINDING NATURE

This MoU is not intended to and shall not be construed to create any legally enforceable obligations or liabilities between the Parties. Any future legally binding agreement shall be subject to the negotiation and execution of a separate formal contract.

9. AMENDMENTS

This MoU may only be amended in writing, signed by authorised representatives of both Parties.

10. SIGNATURES

IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Understanding on the date first written above.

Signed for and on behalf of Party A:

Name: _____

Title: _____

Signature: _____

Date: _____

[Official Stamp, if applicable]

Signed for and on behalf of Party B:

Name: _____

Title: _____

Signature: _____

Date: _____

[Official Stamp, if applicable]