

**MEMORANDUM OF UNDERSTANDING**  
Between MACE Incorporated (MACE Inc) and the Mansfield Community Shed  
Steering Committee (Shed Committee) as executed on Friday February 14, 2003.

Both parties agree to the following:

1. MACE Inc will auspice the Community Shed Project until such time as the Mansfield Community Shed becomes an Incorporated Association
2. MACE will undertake the administration tasks of the project
3. The project is as outlined in Attachment 1
4. The lease with Mansfield Shire Council as in Attachment 2
5. MACE Inc will be the lessee of the shire land and will be recompensed for all outgoings by the Shed Committee
6. MACE Inc will assist the project in the preparation of funding applications to achieve the completion of the project
7. All costs, other than administration costs, incurred by MACE Inc will be recompensed by the Shed Committee
8. MACE Inc will maintain an identifiable budget line for the project which at all times will be available to members of the Shed Committee
9. MACE Inc will be responsible for paying of accounts relating to the project only on the advice of the Shed Committee
10. There will be at least one MACE Inc Board member or its representative on the Shed Committee and vice versa
11. The Shed Committee will be responsible for the completion of the project and the ongoing maintenance of the project when completed

Signed by MACE Incorporated

DR. JOHN FERRIER  
.....  
Name of authorised person

*Paul Snow*  
.....  
Name of witness

*John Ferrier*  
.....  
Signature of authorised person

*Paul Snow*  
.....  
Signature of witness

Signed by Mansfield Community Shed Committee

HOPKES R D  
.....  
Name of authorised person

*Paul Snow*  
.....  
Name of witness

*H. D. Hopkes*  
.....  
Signature of authorised person

*Paul Snow*  
.....  
Signature of witness