

# Memorandum of Understanding (MOU)

## **Parties:**

Open Culture Foundation

Address: 105057 台北市松山區八德路四段636-1號 / No. 636-1, Sec. 4, Bade Rd.,  
Songshan Dist, Taipei City 105057, Taiwan  
VAT: 38552170

and

WordPress Community Support, PBC “WPCS”

Address: 660 4th St, #119, San Francisco, CA, 94107, United States  
Tax ID: 81-0896291

## **Rationale:**

WordPress Community Support and Open Culture Foundation wish to partner to facilitate the growth of WordPress related events in Taiwan.

## **Objectives:**

Specifically, the two organizations wish to; make it easier for members of the WordPress community in Taiwan to stage events by providing event infrastructure, such as seed funding, banking access and event insurance, thus growing and strengthening the WordPress community in Taiwan and facilitating additional growth, adoption and robustness of the WordPress platform and facilitating additional awareness of the open source basis of the WordPress platform, and open source paradigms in general.

## **Roles and Responsibilities:**

Open Source Foundation will undertake to;

- Accept local sponsorship on behalf of the event to be held by a nominated Responsible Person(s)
- Provide collected funds to a nominated Responsible Person(s)
- Provide event insurance to the event being held by the Responsible Person(s)

WordPress Community Support, PBC will undertake to;

- Notify Open Culture Foundation of approved amounts, events, and Responsible Person(s)

### **Governance Structure and Reporting:**

WordPress Community Support would like a post-event financial report showing all income received and all payments made on behalf of the event.

The Responsible Parties for this MoU are;

Leaf Tseng: <[leaf@ocf.tw](mailto:leaf@ocf.tw)>

Open Culture Foundation

Harmony Romo, Controller, WordPress Community Support, PBC / Automattic, Inc:  
<[harmony.romo@automattic.com](mailto:harmony.romo@automattic.com)>

Leaf Tseng and Harmony Romo are the main points of contact for each organization.

Open Culture Foundation will charge WordPress Community Support PBC a processing fee of 10% to 12% (5% VAT included) for each sponsor payment they receive on behalf of WordCamp Taiwan.

### **Dissolution of MoU:**

This agreement may be dissolved at any time, by either party, for any reason.

### **Validity of MoU:**

This agreement shall be valid from July 31, 2023, until the close of the event and at which time the final financial reporting requirements have been met.

Signatures:

Leaf Tseng <[leaf@ocf.tw](mailto:leaf@ocf.tw)>

Open Culture Foundation Project Coordinator

A handwritten signature in black ink, appearing to read 'H. Romo', with a stylized flourish at the end.

Harmony Romo <[harmony.romo@automattic.com](mailto:harmony.romo@automattic.com)>

Controller, WordPress Community Support, PBC / Automattic