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**To:** Mr Simone Sorbi  
Sector for Innovation and Technology Transfer  
Regione Toscana  
Via San Gallo, 34A  
Florence 59129

Dear Mr Sorbi,

the Regional Government of \_\_\_\_\_ would like to confirm it's interest in participating in the ERIK ACTION project as an Observer Region.

The Regional Government of \_\_\_\_\_ has already joined the ERIK NETWORK as a member, by completing the membership adhesion form on-line and sending the signed form by post to the project leader, Regione Toscana.

The Regional Government of \_\_\_\_\_ understands that ERIK ACTION Observer Regions have the following rights:

- to participate in the 2 remaining training sessions (knowledge management – March 2009 and human resources – May 2009);
- to participate in transfer groups on good practices in which they have interest in transferring (either to gain information or with a view to transferring the good practice). This includes participation at events and access to help desk services\*;
- to participate in study visits (Tuscany, Vienna, Andalusia, Småland & Öarna);
- to participate in European Commission Fast Track Committee meetings;
- to be updated on ERIK ACTION initiatives and events;
- to access ERIK ACTION documents from the Project Open intranet.

The Regional Government of \_\_\_\_\_ understands that ERIK ACTION Observer Regions will participate in these activities with their own financial and human resources. They will not receive funding from INTERREG IVC.

The Regional Government of \_\_\_\_\_ understands that Observer regions are not permitted to attend personnel exchanges and that specific personnel exchanges with Observer regions will not be organised with ERIK ACTION funding. Any such activities would involve bilateral agreements between the Observer region and the ERIK ACTION partners and would be funded with their own resources.

The Regional Government of \_\_\_\_\_ accepts that ERIK ACTION Observer Regions have the following obligations:

- to provide all requested information and documentation before participating in ERIK ACTION activities;

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- to respect eventual commitments made in terms of providing information / input to ERIK ACTION activities, particularly concerning the transfer groups;
- to follow EC regulations concerning participation in an co-funded project (see INTERREG IVC Manual).

The Regional Government of \_\_\_\_\_ is interested in participating in the transfer groups of the following good practice(s):

- *NAME OF GOOD PRACTICE + REGION EXPORTING IT;*
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The Regional Government of \_\_\_\_\_ is aware that final confirmation of its status as Observer region will be made only after an approval from the ERIK ACTION Steering Committee, of which it will be notified by the project lead partner, Regione Toscana. Status as an ERIK ACTION Observer Region will be valid from the date of approval until the project end (30<sup>th</sup> June 2010).

Signature of legal representative

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Official stamp of organisation