



Confident in Africa's Future

## INTERNATIONAL ACADEMY OF AFRICAN BUSINESS AND DEVELOPMENT

December 31, 2004

Dr. Okwonkwo Banana  
Dean, Moving Forward School of Business  
Moonlight University  
2006 Business Building  
Midway, Zamunda

### IAABD 2006 Host Institution Agreement

The International Academy of African Business and Development (IAABD) and the Moving Forward School of Business (MFSB), Moonlight University, for the 7<sup>th</sup> Anniversary Celebration and 2006 International Conference, Pamodzi Hotel, Midway, Zamunda, April 5—8, 2006

Dear Dean Banana:

On behalf of the officers and members of IAABD, I am pleased to formally notify you that the IAABD has accepted your offer to serve as the principal host institution for the 2006 International Conference of the IAABD, scheduled for April 5-8, 2006 in Midway, Zamunda, at the Pamodzi International Hotel.

The following are additional details concerning the 2006 Conference:

- Dr. Many Things Remain, a member of the XXX Department and MFSB Faculty, *being already a member of IAABD*, will serve as Conference Chair on behalf of the Moving Forward School of Business, Moonlight University.
- We anticipate approximately XXX delegates.
- Most of these delegates will come from the USA, Europe, Asia, Australia, and Africa
- The Organizing Committee will consist of representatives from the host school and the IAABD: led by Dr. Many Things Remain on behalf of your school, and Dr. Jan-Erik Jaensson of the Umea School of Business and Economics in Sweden (the IAABD Program Chair), on behalf of the IAABD.
- The Organizing Committee will be responsible for the selection of Chairs and Co-Chairs of each conference session
- Dr. Many Things Remain, as Conference Chair, in direct consultation with the IAABD President (Professor Gerry Nkombo Muuka) and relevant members of the IAABD Executive, will be responsible for the following tasks related to the 2004 conference:
  1. Local planning and arrangements (hotels, meeting rooms, room blocks for delegates, banquet facilities, etc).
  2. Arrange for the Moving Forward School of Business to host the 2006 IAABD conference website with a link to the main IAABD web site at (<http://www.iaabd.org/>).
  3. Coordinate social and entertainment events for the conference, such as site visits to tourist attractions and local business to further enrich the experience of delegates.
  4. Seek and obtain on-site staff support to handle the registration booth and direct delegates on a day-to-day basis

- As host school, the Moving Forward School of Business at Moonlight University may invite participation of other institutions, companies or agencies to serve as secondary sponsors and co-sponsors, as long as such collaboration is within the confines of the IAABD contractual obligations contained herein.

**Financial Obligations**

As host school, the Moving Forward School of Business will:

- (a) Make financial contributions so as to offset the cost of the conference dinner and awards banquet estimated to be U.S. \$xxxx.xx
- (b) Optional: in the past, host institutions have been requested, and all of them have agreed, to pay registration fees for up to 10 conference participants from Africa, as a way to partly off-set the proportionately higher cost of their attendance. Such institutions have combined resources from their Office of International Programs, Diversity Office, Office of Minority Support, African Studies Centers, and other on-campus initiatives interested in the inclusion of many people from Africa in international conferences, debates, and intellectual contributions. We would ask you as the 2006 host school, *optionally*, to consider a similar initiative, and we appreciate your help in advance.

**Confidentiality**

In order not to unduly cannibalize the current efforts for the 6-9 April 2005 IAABD (preceding conference) in Dar es Salaam, Tanzania, the IAABD as a matter of policy wishes to maintain confidentiality about the 2006 location until the formal announcement is made during the dinner banquet in Dar es Salaam in April 2005. At that time, we will formally introduce you, along with your colleagues from the Moving Forward School of Business at Moonlight University, to make the formal invitation to Zamunda for 2006. Such confidentiality does not preclude necessary, and private, consultations between members of the Organizing Committee on various aspects of the conference.

If these arrangements are acceptable to you, please indicate by signing this document in the space indicated and returning a hard copy. I look forward to working with Dr. Many Things Remain and other members of your faculty to ensure a successful 6<sup>th</sup> Anniversary Program and the 2006 Conference in Midway, Zamunda.

Signed: \_\_\_\_\_  
 Professor Chris Enyinda  
 IAABD Vice President  
 Alabama A&M University, USA

Date: \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 Dr. Many Things Remain  
 200X IAABD Conference Chair  
 Moving Forward School of Business  
 Moonlight University, Zamunda

Signed: \_\_\_\_\_  
 Dr. Okwonkwo Banana, Dean  
 Moving Forward School of Business  
 Moonlight University, Midway  
 Zamunda

Date: \_\_\_\_\_

Cc: Professor Lettice Kinunda Rutashobya  
 IAABD Executive Secretary  
 Faculty of Commerce and Management  
 University of Dar es Salaam, Tanzania