

It is not necessary to sign the Memorandum of Understanding at this stage - this will only become necessary in case of successful application !

<INSERT CITY AUHTORITY'S / ORGANISATION'S LETTERHEAD/LOGO>

<INSERT PLACE & DATE>

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**MEMORANDUM OF UNDERSTANDING
Trolley 2.0 PROJECT**

TO WHOM IT MAY CONCERN

On behalf of <name of city authority/ public transport operator>, I hereby confirm to be a User Forum member of the project "Trolley 2.0 - Trolley Systems for Smart Cities" from November 2018 to September 2020, under the Electric Mobility Europe programme of the European Commission.

We will work with the Trolley 2.0 project partners and experts to increase our knowledge around battery-equipped trolleybuses and smart trolleybus systems. <Name of city authority/ public transport operator> considers the activities of Trolley 2.0 as very valuable and wants to participate in the knowledge exchange, workshops, site visits and take-up activities that will be organised as part of the Trolley 2.0 User Forum by:

- Participating in three User Forums that will focus on different aspects around battery-equipped trolleybuses and smart trolley grids to allow for a targeted knowledge exchange
- Attending three site visits that will be carried out in conjunction with the abovementioned Trolley 2.0 User Forums. These site visits will take place in the Trolley 2.0 project partner cities.
- Filling out regular online questionnaires to inform project partners about User Forum members' relevant trolleybus developments, plans and challenges
- Participating in thematically focused online trainings and webinars on Trolley 2.0 specific aspects
- Contributing, on demand, to project events, e.g. by giving presentations on trolley-related planned activities in User Forum cities, participating in discussions, etc.

Travel costs to Trolley 2.0 User Forums will be reimbursed up to a maximum of 600€ per User Forum.

Yours sincerely,

<signature>

<Name of representative>

<Position of representative>

<Name of city/organisation>