**ASSOCIATION:**

**DATE:**

1. **REPORT**

**The Association will provide the following report to FIDE:**

**End of Period Report**

This report is due within two (2) weeks after the event. The report must include the following:

* Summary of tournaments and events over the period.
* Photos and videos of key activities should also be included as it may form part of FIDE’s annual reporting.
* Evidence of the FIDE brand being profiled.
* Media releases, news articles, links to social media mentions, etc…
* Budgeted versus actual income and expenditure including: FIDE contributions vs Association contributions and explanations of any differences.
* Updated Appendix C-Association Key Performance Indicators which includes actual KPI values vs initial targets including any specific details related to each KPI.
* Lessons Learned.
* The way forward for the Association.

On behalf of Association

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President