

08 June 2017

To:

Mr Adam Glema – Poznan University of Technology  
Mr Jerzy Rusin – BIMpoint  
Mr Leszek Włochyński – Hochtief Poland

Cc: Mr Reijo Hanninen  
Mr Jan Karlshoej

**Ref: The Establishment of a buildingSMART Chapter in Poland**

Dear Sirs,

I am delighted that you wish to start the process of establishing a buildingSMART Chapter in Poland, excited by your news of the growing openBIM recognition and up take in Poland and wish to encourage you.

I refer to Mr Jerzy Rusin's email to me of 05 April 2017 and our conference call discussions of 15 May 2017. You have collectively expressed a wish to initiate a process to secure support for and then establish a buildingSMART Chapter in Poland. I have informed you of the formal and practical requirements and expectations to establish a new Chapter. This letter sets out our agreed way forward and is my formal authority for you to proceed in accordance with the terms of this letter.

You have indicated and we have agreed to the two-stage process set out in your email of 05 April 2017. You further understand that a formal application to become a Chapter of buildingSMART will need to be made in due course by either the foundation or the association once they are established.

We agreed that the target date for the creation of the new Polish Chapter is 31 January 2018.

You have indicated that you have understood and accept the Articles of Association and Chapter Agreement which the new Chapter will be expected to execute and that you understand and expect to meet the various criteria expected of a Chapter and outlined in my presentation 'Prospective Chapter Briefing'.

I grant you permission to describe your foundation and the subsequent association as 'buildingSMART Chapter Poland in formation'. This permission expires on the 31<sup>st</sup> June 2018 unless extended in writing. This permission includes the right to administrate the buildingsmart.pl web domain provided that the content and branding is consistent with bSI's policies during this period.

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You agree that you will all use your best endeavours to cause the foundation and subsequent association or chapter to act in accordance with our discussions, this letter and any future agreements.

You are encouraged to maintain the relationship you have developed with our Nordic Chapter and Jan Karlshøj has agreed to assist you in that regard.

I have asked my colleague Reijo Hanninen to act as your coach and guide and to assist me with our internal processes so please work closely with Reijo as you proceed.

For the avoidance of doubt nothing in this letter shall be understood or construed as granting anybody or group the actual status of a buildingSMART Chapter in Poland. Decisions regarding the admittance of new Chapters are the sole prerogative of the Board of buildingSMART International Ltd after a formal application has been made.

This agreement is governed by English Law. If there are any disputes as to how to proceed then this agreement shall be null and void and the permissions given here are withdrawn immediately.

Your Sincerely

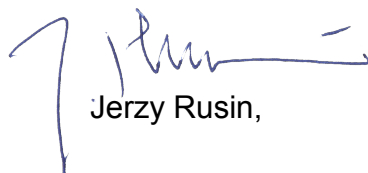


Richard Petrie  
Chief Executive

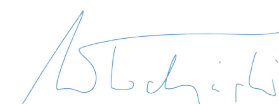
Please indicate your agreement to this letter by countersigning it individually and returning those copies to me.



Adam Glema



Jerzy Rusin,



Leszek Włochyński,

Date: