

**SERVICE CONTRACT**  
(hereinafter referred to as the Contract)  
**FOR "RESEARCH DISSEMINATION, ACADEMIC WRITING AND FIELD RESEARCH PREPARATION "**

**Contracting parties**

Client: **Institute of Ethnology of the Czech Academy of Sciences, v. v. i.**  
Address: Na Florenci 1420/3, Prague 1  
CIN: 68378076  
VAT: CZ68378076  
Account number: 27-1616320277 / 0100  
Represented by: PhDr. Jiří Woitsch, Ph.D., director of IE  
(hereinafter referred to as the "Client")

and

Contractor: **Sarah Edgcumbe**  
Address: Westmead, Forthvean Road, Porthtowan, Cornwall, TR4 8AY, UK.  
Tax registration nr.: 4241480925  
Account number: IBAN: GB31LOYD77091028361960  
Swift/BIC: LOYDGB21T67  
Bank name and address: Lloyds, Fore Street, Bodmin, Cornwall, PL31 2HP,  
United Kingdom  
Email: [sarah.edgcumbe@gmail.com](mailto:sarah.edgcumbe@gmail.com) / [sle5@st-andrews.ac.uk](mailto:sle5@st-andrews.ac.uk)  
Phone: +44 7399023993  
(hereinafter referred to as the "Contractor")

(collectively referred to as "the Parties")

pursuant to Act No. 89/2012 Coll., the Civil Code, as amended, have concluded this Service Contract (hereinafter referred to as the "Contract") for "Research Dissemination, Academic writing and Field research preparation" in connection with the ERC project - Romani Family in an Age of War (RAW), grant agreement number 101170655, funded by the European Union.

### **Subject matter of the Contract**

- 1.1. The subject of the Contract is the provision of the service " Research Dissemination, Academic writing and Field research preparation " connected to the project ERC project - Romani Family in an Age of War (RAW)), grant agreement number 101170655, funded by the European Union and hosted at the Institute of Ethnology, CAS.
- 1.2. The subject of the services is further specified in the Detailed Specification of the Scope of Work, which is attached as Annex No. 1 to this contract.
- 1.3. The Client undertakes to accept the services and to pay the Contractor price in accordance with the terms and conditions set out in this Contract.

### **Provisions**

- 2.1. This Contract is concluded from **February 1, 2026 to August 31, 2026**.
- 2.2. The Client undertakes to provide the Contractor with all documents necessary for the provision of the services under this Contract.
- 2.3. The Contractor undertakes to perform the services for the Client at its own expense and risk, including activities related to the provision of all related deliverables, and the handover of documents.
- 2.4. The Contractor undertakes to deliver the services within the above-mentioned time limit, in the quality customary for the subject of the services and in the agreed form, always to the contact person specified by the Client.

### **Price and Payment Terms**

- 3.1. The price for 1 hour of services is **16 EUR**.
- 3.2. Invoicing for services will be done monthly based on an invoice issued by the Contractor, and will be sent by the 10th day of the month following the invoiced period. The invoice will reflect the actual services provided in the previous month, after their completion and acceptance by the Client, and will be based on the work report approved by the Client.
- 3.3. The total amount invoiced for any given calendar month will not exceed **2900 EUR**, unless explicitly agreed upon by both parties in writing.
- 3.4. Payments will be made in EUR, and the payment will be due within 5 days of receipt of the invoice, via bank transfer to the account specified by the Contractor.
- 3.5. Any changes to the price per 1 hour of services will be mutually agreed upon in writing by both parties and will be reflected in a new contract amendment.

### **Contact person**

- 4.1 The contact person for the Client in connection with the performance of the subject matter of this Contract shall be:

Dr. Martin Fotta  
Institute of Ethnology of the CAS, v.v.i.  
Na Florenci 1420/3, Prague 1  
E-mail: fotta@eu.cas.cz

### **Delivery of documents**

- 5.1 All notices under this Contract and documents delivered between the Parties shall be delivered personally against signature confirming delivery, sent by registered post to the registered office of the addressee, or sent by email to the designated email address of the Contact person. A document shall be deemed to have been delivered even if the addressee has not been notified of its deposit on the fifth day following the date on which it is deposited in the post office. This shall apply even if it has not been delivered to the changed address of the registered office unless the Party concerned notifies the other Party of the change of address. A document shall also be deemed to have been delivered if the addressee refuses to accept the document on the day of refusal. Documents sent by email shall be deemed delivered on the day they are sent, provided no delivery failure notice is received by the sender.

### Termination of the Contract

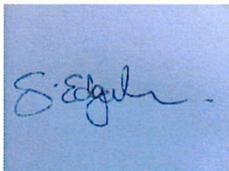
- 6.1 The Client shall be entitled to terminate the agreement in writing in the event of a material breach of the Contract by the Contractor. The contract can only be terminated for cause. The notice period of one month shall commence on the first day of the month following the date on which the written notice is delivered to the other party.
- 6.2 The Contractor shall be entitled to withdraw from this Contract in writing if the Client fails to provide the Contractor with the data necessary for the proper execution of the subject matter of this Contract to a sufficient extent, even within one month of receipt of the Client's written request for such data. By a duly made withdrawal, this Contract shall be terminated from the outset, and the Client shall be obliged to reimburse the Contractor for the costs already demonstrably and necessarily incurred in connection with the performance of the subject matter of this Contract.

### Final provisions

- 7.1 The Contract shall come into force on the date of signature by both parties.
- 7.2 The Contract may be amended or modified only by written amendment.
- 7.3 The terms of this contract shall be considered confidential, and its contents shall not be disclosed by the parties.
- 7.4 The Parties undertake to use their best efforts to create the conditions for the proper and timely performance of the Work in accordance with the terms agreed in this Contract. If either party becomes aware of any facts that prevent or will prevent it from performing its obligations under the Contract, it shall promptly notify the other party of such facts.
- 7.5 This Contract shall be executed in two counterparts, each of which shall have the force of an original.
- 7.6 Both parties declare that they have duly read this Contract before signing it and that they agree to its provisions of their own free will.

In Cornwall, UK, 22 January, 2026

Contractor:



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Sarah Edgcumbe

In 26. 1., 2026

Client:

ETNOLOGICKÝ ÚSTAV AV ČR, v.v.i.  
140 00 Praha 1, Na Florenci 1420/3

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PhDr. Jiří Woišch, Ph.D.  
Director of the IE

## **Annex No. 1 - Scope of Work**

### **1) Book Manuscript development**

- Prepare a complete and competitive book proposal.
- Manage and maintain professional communication with the publisher throughout the submission and review process
- Develop and finalize the book manuscript, incorporating revisions and feedback as required.

### **2) Article Collaboration**

- Collaborate with the Principal Investigator on the preparation of a scholarly article.
- Deliver a complete first draft of the article within the agreed timeframe.

### **3) Fieldwork Planning and Preparation**

- Conduct desk-based research on potential fieldwork locations in selected regions.
- Assess feasibility, access conditions, and relevance of proposed fieldwork sites.
- Deliver necessary research permits from local institutions
- Prepare a pre-fieldwork report for review, outlining research objectives, methodology, and logistical considerations.

### **4) Ethical and Risk Compliance**

- Prepare and submit the ethics clearance application to the IE Ethics Committee.
- Conduct a risk assessment related to planned research activities and fieldwork, identifying potential risks and mitigation measures for a review by the Advisory Board.