

Northwestern | QATAR

media majlis museum

September 25, 2025

Laure Assaf
Abu Dhabi, United Arab Emirates
Via email: Isa6@nyu.edu

Dear Laure:

Thank you for agreeing to take part in a panel discussion entitled *History of Memes in the Arab World* taking place on October 6, 2025 at Northwestern Qatar's Auditorium. This panel discussion will be part of a collaborative program between Media Majlis Museum and afikra. This program is part of the fall 2025 exhibition *Memememememe*, presented by Media Majlis Museum at Northwestern University in Qatar. The exhibition opened on September 1 and runs until December 4, 2025 and is dedicated to the topic of internet memes as units of measurement for culture.

We will be recording the program, which will then be edited, subtitles added and released on our digital platforms. To allow us to video and voice record the program, you will need to complete the museum's recording release form, which will also be supplied shortly.

Scope of Work: Media Majlis Museum is retaining your services to work on a non-exclusive basis, and to execute the work and tasks below in compliance with the specifications set out in this agreement.

Details of Work: You will participate in a panel discussion on October 6, 2025 as a panelist. The panel will explore how memes localize, travel, and shape discourse, humor, and culture across the Arab world. It will be moderated by afikra's founder, Mikey Muhanna. There will be a 40-minute moderated discussion followed by 20-minutes of Q&A with the audience.

Parameters and Conditions of this Scope of Work and Agreement: Should your work be referenced in any acknowledgements lists or similar your name shall appear in association with the work outlined in this agreement, unless we are instructed to do otherwise by you before the end of this agreement timeframe. You will be listed as a 'Laure Assaf'. All existing work on the museum and this project, and all work created by you or others during your contracted time with Media Majlis Museum and Northwestern Qatar, is the property of Northwestern Qatar without territorial limitation, unless otherwise protected by third-party copyright. All Media Majlis Museum, Northwestern Qatar or Northwestern information provided to you is confidential and should not be shared in any way with any other persons unless instructed to do so with a third party for the purposes of this contracted project. Failure to comply with these requirements is grounds for immediate termination of this agreement. Media Majlis Museum and Northwestern Qatar may terminate this agreement upon serious cause, upon receipt by you of a notification to that effect. This agreement may be terminated when the obligations that are the object of this agreement cannot be executed due to force majeure, are not aligned with the museum's expectations of work produced, or for any causes stipulated in this agreement.

Remuneration and Travel Expenses: As a thank you for your time and work on this, we will provide an honorarium of USD 1000. Payment(s) shall be made by the museum, via wire transfer only to you, once the program has been completed. Travel expenses will be covered by Media Majlis Museum and will follow the

P.O. Box 34102
Education City
Doha, Qatar

www.qatar.northwestern.edu

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Northwestern Qatar's travel policy. Transportation costs include: economy class roundtrip plane ticket, ground transportation to and from the airport, Al Maha Service on arrival, hotel accommodation, per diem of USD 165 per full day and 75% on travel days, travel insurance, and ground transportation to and from Northwestern Qatar. With regards to ground transport, you will be required to provide taxi receipts that will then be reimbursed.

Per the December 2019 updates to the Executive Regulations to Qatar Income Tax Law No.24 of 2018, the university is required to apply withholding tax of 5% on any taxpayer who is not a resident or citizen of Qatar, and any company not registered in the Commercial Register in Qatar. If at any point during this agreement, up to and including the time of your final payment, you do not fall within one of these designations, you must inform the museum immediately. If you are liable for USA taxes and have completed a W-9 for this work, you may be able to claim a foreign tax credit on your yearly tax return. If you are not liable for USA taxes and have completed a W-8BEN for this work, your country may be one of the many with a reciprocal tax treaty with Qatar. You may request a Qatar Withholding Tax (WHT) Certificate in support of your claim, available two months after your final payment, by contacting the university's Business & Finance office at: Qbuy@qatar.northwestern.edu. Please note, this information is subject to change and is provided as general information; neither the museum nor university can provide tax assistance nor advice.

This agreement does not provide any benefits nor other allowances. This agreement does not cover any additional business expenses. Should any agreed upon business expenses be incurred these will be reimbursed; all reimbursements are exempt from the above mentioned WHT. Should additional components of work be mutually agreed upon in writing between you and the exhibition's curator additional payment will be organized. No new agreement for this additional work will be drawn up but written correspondence (e.g., email) showing agreed upon work will be attached to this agreement and supplied to Northwestern Qatar Business & Finance as justification for further payment. Any and all Qatar WHT outlined above will be applicable.

In order to confirm this 2-page agreement please initial each page (bottom right corner), sign and date below, and return to Media Majlis Museum. Upon countersigning by Media Majlis Museum, you will receive a full copy for your records. Your contact at Media Majlis Museum during the time under this agreement is Amal Ali, amal.ali@northwestern.edu. In the meantime, if you have any questions concerning this agreement, please do not hesitate to contact us.

Laure Assaf

(Panelist)

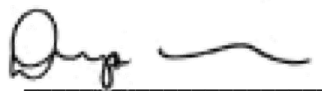


Signature

09/28/2025

Date (mm/dd/yyyy)

Northwestern Qatar



Signature

Date (mm/dd/yyyy)

cc. Jack Thomas Taylor, Curator of Art, Media and Technology, Media Majlis Museum
Amal Ali, Curatorial Exhibition Manager, Media Majlis Museum

P.O. Box 34102
Education City
Doha, Qatar

Contract ID: CTR1795
Contract Title: Panel Discussion Agreement - Laure Salma Assaf
Contract Description: Speaker Agreement with invited panelist with the afikra panel discussion.
\$1,000 Honorarium. WHT applies
Vendor Name: Laure Salma Assaf
Department: 7100010
Contract Type: Professional Services
Requester: Natalie Baalbaki

Amount: \$1,000.00
QWT: Yes
OGC: N/A
NOC: N/A
Reviewed by: Lawrence Ferrer