

Summer Camp Program Agreement

Placement Terms and Conditions

A Cultural Exchange Service (ACES), your J-1 visa sponsor, and **Business Travel Club and LETS GO** (thereafter referred to as "recruiting agent") work in cooperation to provide you with the opportunity to work at a US summer camp.

There are terms and conditions in participating in this program as outlined below.

1. Work Authorization & Visa Conditions:

∞ I understand that I must abide by the program conditions and visa regulations. Failure to comply with these conditions, regulations or requirements may result in the termination of my program. If terminated, I must return to my home country immediately.

∞ I must provide ACES with sponsorship application information and as part of said application will supply ACES with supporting documentation including:

- a Picture
- a 30 second to 2 minute youtube link,
- a copy of my passport biographical page,
- three written and verifiable character references,
- criminal background check results,
- medical screening
- this signed agreement confirming my acceptance.

If I accept a support staff role, I will additionally need to provide proof of my student status.

∞ There is a US\$300 placement fee due upon acceptance of employment payable to ACES which I am liable to pay within 5 days after receiving a placement. Placement fee includes a nonrefundable US\$100 DS 2019 issuance fee.

Bank account info:

Company name:	A Cultural Exchange Service, Inc (ACES)
Company bank name:	Bank of America Bank
Address:	5680 Fishhawk Crossing Boulevard, Lithia, FL 33547 USA (if necessary)
Account number (with IBAN):	229013013506
Routing number:	026009593 (if necessary)
SWIFT number:	BOFAUS3N
Payment title:	PL/BTC, Last Name, First Name, date of birth (dd/mm/yyyy)

∞ Recruiting Agent cannot be held responsible for delays or denials in visa issuance. The final discretion to issue the work visa lies with the US Consulate.

∞ There is a SEVIS fee of US\$35 (nonrefundable) payable to US Homeland Security. (a credit card is required to process this fee)

∞ There is a visa application fee currently of US\$140 (non refundable) payable to the US Embassy. The amount can change at any given time by the US Embassy. Transportation to and from the US Embassy is my responsibility.

∞ If my visa is denied, I can apply for reconsideration through the embassy at my own cost.

∞ My placement will determine my program length and my stipend is based on a typical 63 day contract, however I am able to accept employment for no less than 3 weeks and no more than 4 months. I am allowed to travel for an additional 30 days after my program end date as indicated on form DS2019 **but I cannot accept employment during that time if I am a Camp Counselor.**

∞ I must notify ACES immediately if, after registering for the program, my passport details change in any way or I obtain a new passport.

∞ I am aware that the replacement of DS2019 due to misinformation provided to ACES, loss or damage will cost US\$100 plus courier fee.

2. Working in the US:

∞ ACES and recruiting agent cooperate in placing applicants in camp, however this is not guaranteed. There is no fee to me unless a job placement has been secured.

⌘ I am not allowed to change camps unless approved by ACES and recruiting agent.

⌘ My visa is specific to my job offer. Employment in a support staff role (participating in the Summer Work Travel program) and camp counselor role (participating in the Camp Counselor program) are not interchangeable. If hired as a support staff, I cannot accept a camp counselor position and vice versa even within the same camp.

⌘ My J-1 visa can be extended within the program work allowances after I have completed my initial employment agreement at a fee of US\$50. Medical insurance coverage must also be extended and is subject to a daily rate (approximately \$1 per day).

⌘ If accepted as a camp counselor, I will receive a US\$1500 stipend (pocket money) at the completion of my agreed work term up to 63 days. I will receive additional compensation of US\$30 for each day worked thereafter. If accepted as a support staff, I will receive a \$1650 stipend (pocket money) at the completion of my agreed work term up to 63 days. I will receive additional compensation of US \$30 for each day worked thereafter.

⌘ All positions may require shifts on weekdays and weekends: morning, afternoons, evenings or nights.

⌘ I agree to check-in and update ACES of my employer and personal address details within 3-5 days of my arrival.

⌘ Failure to arrive at camp on the agreed start date will be considered an automatic breach of program conditions and SEVIS requirements & may result in the cancellation of my program whereby my J1 visa will no longer be valid.

⌘ I will conduct myself in a professional manner on and off the job while living on camp and abide by all US and local laws while in the US on the program. Misconduct that results in a dishonor to the Camp, to ACES or to the Exchange Visitor Program will result in immediate termination.

⌘ I agree to fulfill all terms and conditions in an offer of employment. Any breach of this provision may result in my employment termination and possible cancellation of program.

⌘ I must contact ACES with any changes in my employment or US Address while participating on the program. Travels post employment do not need to be registered with ACES.

3. Flight Ticket:

⌘ Should my flight be delayed or cancelled for any reason, whether cause is due to my fault or through no fault of my own (e.g. delay in visa issuance, cancellation of program), I will be responsible and ACES and recruiting agent will not be responsible for any costs incurred.

⌘ Recruiting agent will not be responsible for expenses resulting from "no-shows" on flight bookings (both outward and return sectors).

⌘ Any flight date changes from USA should be done via email to the travel agency that booked my flight. Any deviation from this procedure, causing me to incur cost, will be at my own expense

4. Medical Insurance:

⌘ Medical Insurance is compulsory with ACES.

⌘ Three months of my medical coverage is paid as part of the sponsorship fee the camp pays on my behalf. Should my travel plans extend beyond 3 months, I understand that extension of the ACES insurance policy is mandatory and I will be required to pay for each month of extension.

⌘ I understand that I must submit to ACES my travel dates to and from the US prior to my departure from my home country. I further understand that should those travel dates change, I am responsible to update ACES and I will be liable for any additional insurance charges based on these changes.

⌘ I will follow instructions as per Insurance Carrier Claim procedures. I am responsible for filing any insurance claim.

⌘ Contacting ACES and recruiting agent directly for advice does not constitute a claim and will not result in any claim being processed.

⌘ I am responsible for reading the policy wording on receipt of my Insurance certificate, and fully understanding the policy cover/conditions.

⌘ I am responsible for paying any bills that are not covered under the Insurance Carrier.

⌘ I am aware that this Medical Insurance DOES NOT work as a medical aid. It does not cover pre-existing conditions and does not cover emergency room visits for illnesses that do not result in hospitalization.

⌘ Baggage insurance is not included in the standard medical insurance policy, but I can purchase it separately through the same carrier at my cost.

5. Arrival & Travel:

⌘ I will confirm all arrival details with recruiting agent prior to my departure for the USA.

⌘ I understand that I am responsible for transportation to the pick-up location assigned by the camp. I may not be the only person being picked up that day and may have to wait for other travelers.

⌘ I understand that travel outside of the US within the form DS2019 dates whether for camp purposes or personal day off, is permitted, however, I must submit my form DS2019 to ACES with a prepaid self-addressed envelope for its return to me at least 2 weeks prior to departure. Failure to have this signature may result in an early end of my program and the inability to return to the USA on this program.

6. Orientation:

⌘ I am aware that a pre-departure orientation in my home country is compulsory.

⌘ Any problems caused through my deviation from recruiting agent's instructions, are my own responsibility.

⌘ I understand that failure to attend any orientation without prior arrangement will be considered a breach of program conditions, and could lead to my termination from the program.

⌘ Pre-departure orientation will take place through recruiting agent.

⌘ I am aware that my camp employer will also require an orientation upon arrival at camp.

7. Cancellations, Early Departure & Terminations:

⌘ The placement fee and issuance fee is nonrefundable after issuance of the forms DS2019.

⌘ In consideration that the camp is paying for my medical insurance and sponsorship fee, I am aware that if I leave camp prior to the program end date, my stipend in addition to the medical insurance and sponsorship fee will be prorated for the days I worked and the medical insurance and sponsorship fee will be retained with the balance remaining to be issued to me.

8. Additional Information

⌘ I will supply recruiting agent with another copy of my passport & J1 visa issued there in, to ensure that I am traveling with the same passport that my SEVIS information is registered with.

⌘ The email address applied below, is the email I will be using for the duration of my participation on this program. ACES, recruiting agent and SEVIS will be able to contact me through this email address.

I have read and agree to abide by the conditions of the ACES and recruiting agent 2011 Program Terms & Conditions. Any false, misleading or withheld information on my application and/or any inappropriate behavior by myself during my participation on the program that in any way damages Or brings disrepute to ACES Or recruiting agent May be considered grounds for immediate cancellation of my application Or termination of my program without refund.

Applicant Name (print): _____ Date: _____

Signed: _____ Email address: _____
(For Applicants under 21 yrs.)

Parent/Guardian Name (print): _____ Date: _____

Signed: _____