

Independent Placement Host Company Agreement (IPA)

Participant Information (to be completed by Partner representative)

Participant ID		Partner Agency	
Participant Last Name		Participant First Name	
Start Date		End Date	

Host Company Information (to be completed by Host Company)

Company Name		Street Address			
City		State		Zip code	
Host Company Contact			Title		
Phone Number		Fax Number			
Email		Employer Identification Number (EIN)			

Job Information

Participant Job Title		Pay Rate	
Job Description		Hrs/week	

Intrax Work Travel ("IWT"), located at 600 California Street, Floor 10, San Francisco, California 94108, is an official sponsor of the J-1 Summer Work/Travel Exchange Visitor Program by the United States Department of State. IWT assists international university students with entry and orientation to the United States for the purpose of a short-term work and travel experience ("IWT Program"). In consideration of IWT's role in facilitating student job placement through the IWT Program,

The undersigned Host Company ("HC") agrees to the following terms and conditions:

- HC will uphold the objectives of the IWT Program by promoting cultural understanding and positive experiences for the participating student.
- HC will provide employment to the participating student consistent with the information contained in the Job Offer portion of this agreement.
- HC reserves the right to dismiss the IWT participant at will, but agrees to:
 - Make a good faith effort to retain the IWT participant so long as the participant performs his or her assigned duties in a satisfactory manner.
 - Make a good faith effort to retain the IWT participant for as long as possible and with as many scheduled hours as possible in the event of a labor force reduction due to unforeseen circumstances.
 - Make a good faith effort to assist IWT in finding a new placement for the IWT participant if the student cannot be retained due to unforeseen circumstances.
- HC will comply with all applicable local, state, and federal labor laws.
- HC will not employ the IWT participant as a domestic servant or require the participant to invest funds to acquire products for the purpose of door-to-door sales as prohibited by the J-1 Summer Work/Travel regulations of the U. S. Department of State.
- HC understands and agrees that IWT cannot guarantee visa approval, arrival date, or job performance of the IWT participant.
- HC understands and agrees that IWT is not responsible for any civil or criminal liability incurred by the IWT participant or for defending against such claims.
- HC will indemnify and hold IWT harmless against any claims, liability, damages or costs incurred by reason of any act, error or omission of HC or its agents.
- If HC provides housing for the IWT participant, HC will provide housing that is safe, comfortable, and in compliance with local, state and federal housing codes and regulations.
- This agreement shall be governed by and construed under the laws of the State of California, without regard to principles of conflict of laws.

Signed: _____
IWT Participant

Date: _____

Signed: _____
Host Company Representative

Date: _____