

EXIT



APPLICATION FORM WORK EXPERIENCE en ESPAÑA

PAGO /PAYMENT

Para confirmar la reserva un depósito de 250 Euros – DEDUCIBLE DE EL TOTAL (SIN DEVOLUCIÓN) tiene que ser pagado o bien a ExitExperience o a nuestro representante local. ESTE DEPÓSITO NO ES NINGÚN COSTE ADICIONAL. El resto de la reserva tiene que estar abonado AL MENOS 15 DÍAS HÁBILES (3 SEMANAS) ANTES DE LA LLEGADA. Si necesita correo urgente, añade 70 Euros al total. No se realizará ninguna devolución una vez que el participante haya comenzado el programa. Por favor lea las Condiciones Generales del Programa adjuntas.

To confirm your booking a deposit of 250 Euros DEDUCTABLE FROM THE TOTAL (NON REFUNDABLE) must be paid either to ExitExperience or to our local representative. THIS DEPOSIT IS NOT AN ADDITIONAL COST. The remaining fees must be paid AT LEAST 15 WORKING DAYS BEFORE ARRIVAL. Courier express mailing, please add 70 Euros. No fees will be refunded after the Programme has started. (Cancellation policy is available in our General Conditions – Please see attached).

QUE PAGAR /WHAT TO PAY

Cuota de Inscripción / Application Fee _____

Acomodación/ Accomodation: _____

Curso de Lenguaje /Language Course: _____

(Por favor indique TIPO DE CURSO y NUMERO DE SEMANAS) _____
(Please state type of course and number of weeks)

Inscripción Curso / Course Fee: _____

Libros / Books: _____

Otros / Others _____

COSTE TOTAL/ TOTAL COST: _____

Menos 250€ Deposito / Minus 250€ Deposit: _____

PENDIENTE DE PAGO/ TOTAL DUE: _____

Conforme con todas las Condiciones Generales de ExitExperience/ I agree with all the ExitExperience General Conditions

FIRMA DEL PARTICIPANTES / SIGNATURE OF PARTICIPANT

Fecha de inscripción / Date of application: _____ / _____ / _____

COMO PAGAR /HOW TO PAY

Por favor indique modo de pago. Please indicate how you would like to pay.

Cheque bancarios o transferencias bancarias han de hacerse a nombre de ExitExperience QLM,S.L. Si no es un cheque bancario español, por favor añade 30€ para cubrir gastos bancarios. Cheques or bank transfer are made payable to QLM. S.L.. If it is not a Spanish cheque please add 30€ to cover bank charges.

GASTOS BANCARIOS SON PAGADOS POR EL REMITENTE / ALL BANK CHARGES ARE PAID BY THE SENDER

BANK ACCOUNT: (€) EUROS
BANK NAME: CAJA MADRID SWIFT CODE & BIC: CAHMESMMXXX
ACCOUNT NAME: QLM, S.L. ExitExperience
IBAN NUMBER: ES51 2038 9768 9060 0004 0594
ACCOUNT NUMBER: 2038 9768 9060 0004 0594
BRANCH ADDRESS: Avda. General Lopez Dominguez, 6 (Edificio Los Paisajes) 29600 Marbella – Malaga

* Please FAX (+34 952 859559) to us a copy of the wire transfer with your name clearly marked.

Alameda, 5- 2º. I
29600 Marbella, Málaga, Spain
TEL: 34 952779223

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Qué deportes practicas?/ **What sports do you practice?**

Cúales son tus aficiones?/**What hobbies do you have?**

Dinos algunas cualidades tuyas/ **What sort of skills (professional or otherwise) do you have?**

ACOMODACION/ACCOMODATION

Cuantos mese deseas reservar acomodación?/ **For how many months do you wish to book your accomodation?**

Que tipo de habitación necesitas?/ **Which type of room do you need?**

La acomodación será organizada durante al menos los 3 primeros meses en el programa. Si pasado este tiempo deseas extender tu estancia, nos lo harás saber al menos con un mes de anticipación./**Your accomodation will be booked at least for the first 3 months of your stay. If you wish to extend this period, you should let us know at least one month in advance. AVOID DISAPPOINTMENTS!!**

DATOS PERSONALES (Personal Information)

Dirección / **Address**

Ciudad / **City**

CP / **ZIP / Post Code**

Tel / **Tel**

Fax / **Fax**

Móvil / **Mobile**

E-Mail / **E-mail**

SOBRE TUS PADRES: (Personal Information- Your parents)

Nombre completo de tus padres/ **Full Name of your parents**

Tel./ **Tel.**

Movil/ **Mobile**

E-Mail./ **E-mail**

Certificate and signature:

I certify that I am acitizen. I also certify that the information given on this application is true and correct. I accept the General terms and conditions of this programme and I will do accomplish them.

Applicant's Name _____

Signature _____

Place and Date _____

Passport Number: _____

Rental Rates are per PERSON, MONTH in €

TYPE OF ROOM	LOW SEASON	HIGH SEASON	REMARKS
	Oct/Nov/Dec/Jan/FEB	Mar/Apr/May/Jun/Jul/Aug/Sep	
TRIPLE	€ 260	€ 370	
DOUBLE	€ 390	€ 490	
SINGLE	€ 490	€ 790	

Nota: Si lo deseas y para completar la información sobre tus trabajos realizados, nos puedes adjunta UNA unica carta de referencias con todos los detalles anexa a esta aplicación.

If you wish to complete your work details, you can do so by including ONE letter of reference adjoined to this application form.

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29600 Marbella, Málaga, Spain
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The applicant/participant hereby confirms to have carefully read the following terms and conditions prior to the start of his/her Work Experience Programme with Exit EXPERIENCE-QLM SL, to have fully understood these terms and conditions, and agrees to abide to and respect them throughout the length of the Programme.

ExitExperience reserves all rights to expell an applicant/participant who does not abide to the terms and conditions in this document and this at any time during the programme.

The applicant/participant hereby accepts and agrees that, should it be necessary to expel them from the Work Experience Programme, they will have no claims whatsoever against ExitExperience-QLMSL.

APPLICANTS/PARTICIPANTS

Our Work Experience Programme is suitable for Young People under 26 and full-time University Students who are under the age of 35 upon commencement of the Programme. All applicants must be Citizens of EU Countries and carry a valid EU Passport.

Exit Work Experience Programme Participants must have the capability to live independently in a foreign country, must be open to, and able to show respect for, different cultures to their own, and are committed to improving their Spanish Language skills through their Work Experience or through attending a Pre-Work Experience Programme Spanish Language Course.

EXIT Work Experience Participants commit to respect local civil law, customs and culture, and hereby accept that they will be personally responsible for the consequences of any misconduct, as well as the consequences of their actions and/or behaviour.

ExitExperience Participants hereby declare to have contracted a travel insurance for the full duration of the Programme and are therefore covered for medical care, third party liability and repatriation costs as an absolute minimum.

PROGRAMME DURATION

Participants are required to commit to stay with the programme for a minimum period of three months. This commitment concerns both the Employment and the Accommodation provided by EXIT EXPERIENCE-QLM SL.

Participants who wish to quit their job, or change accommodation during this three month period will have to give a WRITTEN NOTICE, TO BOTH the EMPLOYER and EXIT EXPERIENCE-QLM SL, AT LEAST 21 DAYS IN ADVANCE

Failing to do so, will result in the Participant losing his/her Programme-Accommodation Guarantee Deposit of Euro 250 which is payable upon arrival (see further under accommodation).

During HIGH SEASON, EXIT EXPERIENCE might consider accepting Participants for a period of 8 to 10 weeks. However this will depend on the EMPLOYMENT OFFER and will always be dealt with by EXIT on a REQUEST BASIS.

After this three months period, participants are free to decide to change accommodation as well as finding their own jobs if they decide to do so. However, they are welcome to stay with our Organization and continue to benefit from our services. Our accommodation rates are very attractive, particularly during low season.

PROGRAMME/ENROLLMENT FEE

Exit charges a programme/enrollment fee of €420. This fee is payable into Exit Experience-QLM SL Bank Account at least 15 days prior to arrival, together with €100 down-payment towards the first month accommodation cost (representing between 25 and 30% of one month accommodation rental).

Our Programme Fee includes:

Processing of the Application form, Spanish knowledge Test, Pre-departure Information Welcome Pack, Collection and Welcoming of Participants to the programme at MARBELLA Central Bus Station, Transfer to their Accommodation Location, MARBELLA Orientation and Guidance Meeting, EXIT EXPERIENCE PARTICIPANTS MANUAL, Organisation and Overview of Job Interviews Schedule, Assistance to PARTICIPANTS in obtaining the 'Número de Identificación Extranjeros (NIE)' and Social Security Card, Assistance with the Opening of a local Bank Account (necessary, as most Employers pay the participants' salaries into their bank accounts), Access to the EXIT Participants Lounge and Terrace in our Alameda Offices, during working hours, FREE Internet Access, FREE Incoming FAX & Post Box Services, Access to the 24 hours PARTICIPANT'S EMERGENCY Line, EXIT WORK EXPERIENCE CERTIFICATE and Access to the EXIT ACCOMMODATION SERVICES.

Once the Participant has started the programme (day of arrival), the enrollment fee will be unrefundable.

EXIT ASSISTANCE

Exit stands for guarantee of service and of personal contact. EXIT EXPERIENCE is the liaison officer between

-the Participant and the Employer with the aim of facilitating Employment of our applicants during the length of their Work Experience Programme.

-between the Participant and the Spanish Language Course Providers. Spanish is currently the second largest commercial language in the world. We recommend that you use this Work Experience opportunity to improve your knowledge of this rich and beautiful language.

EXIT EXPERIENCE will facilitate contact amongst participants to the Work Experience Programme and is your point of reference throughout the length of the Programme.

Upon arrival, EXIT EXPERIENCE will hold with all participants an orientation meeting, and will assist them in obtaining both the FISCAL IDENTITY CARD NUMBER (NIE) and the SOCIAL SECURITY CARD [which is required prior to the signature of a contract of employment].

Throughout the length of the participant's stay, EXITEXPERIENCE will provide Participants with an **outside working hours emergency telephone number**.

Our Work Experience Participants have access to EXIT offices during working hours for any question they might have.

EXIT EXPERIENCE also offers the participants free Internet Access, an incoming fax service, and a postal mail collection service at our premises, located in Calle Alameda in Marbella.

NIE

The National Identity Number for Foreigners (NIE), is issued by the Local Police. This document is required by EMPLOYERS prior to starting Employment. Exit Experience cannot be held responsible in any way whatsoever for whatever delay the Local Police might have in processing the delivery of the NIE numbers.

EMPLOYMENT

EXIT EXPERIENCE is not a signing party to the employment contract between the Participant and the Employer.

The contractual employment conditions are set by the Employer. As such, EXIT cannot be held responsible if an Employer dismisses a participant for whatever reason.

Nonetheless, we will always assist a Participant who lost her/his Job for non-valid justifications given by the Employer. However, should a participant be dismissed we cannot guarantee that we will then find them a subsequent interview, as their dismissal may have been a result of a lack of qualifications or a poor knowledge of Spanish. Although we will try to find them another post, and it is very rare that we are unable to, we must also consider other participants who may not have found their first job at that point.

The Application Form that we receive duly and carefully completed by the participant will serve as the presentation letter to Employers. We also use the Application Form to screen participants prior to their arrival in Spain. Before departure, Participants will receive notification of the pre-planned interviews with employers who have shown an interest in them. Therefore the Application Form must be a statement of truth, as the job may not be available to participants who have lied, or made untrue claims on their Application Form.

Under no circumstances are Job Positions guaranteed. Obtaining a Job, depends directly on the participant's personal motivation, qualities, qualifications, experience, on the market's employment offer, as well as on the private interview between the Participant and the Employer.

Even in the case when an Employer represents that a Job is being held (through the job interview notification) this does not constitute a binding contract on their part that the Job will be available when the Participant arrives. The Employer's commitment is one of Good Faith only.

EXIT cannot be held responsible in the event that none of our co-operating Employers accept a certain participant.

We will afford to all Participants, as many interviews as necessary until they have been accepted by an Employer. Participants must attend the job interviews dressed in an adequate way, with no piercings, multi-coloured hair, overly visible tattoos, or any other inappropriate clothes or accessories, and they must always arrive on time for the interview.

Participants who have been offered a job position and who refuse to take the job, will have to wait until Exit Experience's Placement Officer, finds an adequate/tailormade job for him/her. The Company is in no way responsible for the time that this might take.

If after three interviews, a Participant has not been employed, EXIT EXPERIENCE will evaluate the possibility of offering the Participant additional Job Interviews (this will be treated as a priority).

The Company might consider expelling participants who have refused concrete job offers from Employers.

Normally the maximum time to find a job is 5-7 working days after starting the Job Interviews.

Participants who want to work as waiter or waitress have to bring black trousers or black skirt, white shirts and black shoes.

Participants must comply with their contractual commitments with the Employers. Any participant wishing to leave their employment must give at least 15 days (preferably 21 days) termination notice to the Employer, as per Spanish Employment Law. If the participant fails to do so, EXIT EXPERIENCE will have the right to expel the participant from the Programme and to retain the programme deposit of €250.

If for any justifiable reason, a change of Employer becomes necessary, Participants, must contact EXIT EXPERIENCE and get approval for changing their job with our support.

EXIT EXPERIENCE reserves all rights to expel from its Work Experience Programme any Participant who has been dismissed by an EXIT co-operating Employer for serious misconduct at work and/or violation of the Policies of the Employer. In this event, the participant will have no rights to make any claim whatsoever from EXIT EXPERIENCE.



Because of seasonal fluctuations within the pattern of the Travel Industry and/or weather conditions, or other factors beyond the control of EXIT, some Jobs could have uncertain starting dates. (Job at a Beach Bar for instance). The Participant must be able to support himself/herself in Spain until he/she gets his/her first pay check.

EXIT EXPERIENCE pre-arranges the job interviews, prior to the departure of the applicant from his/her home country. However this is not always possible, especially during the high season holiday period, when most interviews can only be organised when the participant has arrived here in Marbella, allowing a quick integration to the Job Vacancy.

The Employment Market is very dynamic in The Costa Del Sol, therefore pre-arranged interviews may be cancelled, modified or replaced. EXIT EXPERIENCE cannot be held responsible for any changes in the planning of Job Interview Meetings.

EXIT is not an Employment Agent and does not receive any type of remuneration from the Participant, nor from the Employer, to act as such. However, should the participant **either** quit a Job without respecting the 21-day period notice condition, out of his/her own free will, advising neither EXIT EXPERIENCE nor the Employer, **or** should a Participant be dismissed as a result of lack of qualifications, lack of interest or a poor knowledge of Spanish, we will charge an additional €150 to the participant in the event he/she wants EXIT EXPERIENCE to facilitate a second Job/Employment Opportunity.

ACCOMMODATION

EXIT EXPERIENCE books the Participant's accommodation for an initial period of three months which corresponds to the minimum required programme/stay. Participants wishing to extend their accommodation with us after this three month period can do so.

The rental rates offered are among the most competitive in the market.

Participants have the choice to book for shared accommodation in triple, double, or single rooms and this in four, three or two bedrooms apartments on a sharing basis with other participants.

Accommodation is based on job location, therefore we are unable to provide details regarding the address of Participants prior to arrival. Participants may need to change accommodation after a job position has been confirmed.

For late bookings, {as from 21 days prior to arrival}, we will always secure accommodation at arrival, however Participants will not know the exact address where the shared apartment is situated until the day of their arrival.

We require an accommodation reservation deposit of €100 prior to arrival to destination. This reservation deposit will be deducted from the first month rent, which is payable at arrival.

The Programme-Accommodation Deposit, which is payable at arrival, is refundable at the end of the programme, (however it includes a non-refundable amount of €25 towards maintenance of the apartment) and any major damages caused to the apartment will be deducted from this deposit

Please note that all participants accommodated in the same apartment will be held jointly responsible for damages made to the apartment and/or its content.

Participants are required to keep bathrooms and kitchens clean after usage, in addition to keeping the common areas tidy and this at all times. Participants are required NOT to disturb the rest of their companions and neighbours.

Upon arrival, one set of keys to the apartment will be supplied to each participant.

Please note that there will be no refunds for those nights Participants might have cancelled during the last month of their rental agreement!

Accommodation is supplied without towels or bed linen, however it is possible to rent from us a set of three towels and a set of bed linen for the entire length of the stay for €15.

Our rental rates are inclusive of water and electricity costs. However if the cooking facilities in the apartment require a gas supply, the participants will be responsible for ordering and paying for their gas supply. We will inform Participants about how to contact gas suppliers and how to get their supply delivered at home.

Friends or relatives cannot be invited to stay overnight in the apartment for any period of time without our express consent. Failing to abide by this regulation, will result in Participants losing their Programme deposit.

Don't forget that you are sharing the apartment with other participants to the programme. Inviting any unexpected guests might annoy your Work Experience Roommates and disturb the good atmosphere in the apartment.

People outside the Exit programme might be permitted by Exit Experience to stay in the apartment for an agreed period of time, provided that: there are beds available in the apartment, and that the other Exit Roommates agree. The visitor will be charged €20 per night.

If A Participant wishes to change EXIT EXPERIENCE accommodation to another location, they must give us one month notice. The fee for changing accommodation is €100.

During the three months minimum required programme duration, any participant can cancel the three months accommodation agreement, provided a written 21 days notice is given to EXIT EXPERIENCE. Failing to provide this notice will result in the participant losing the €250 Programme/accommodation Guarantee Deposit.

All our participants must respect the rules of the community of owners of the apartment in which they are accommodated.

Each Participant will hold a Key to the Apartment. This Key is personal and not transferrable to any third party. Participants are not allowed to make copies. Those who lose their key will be charged €50.

PAYMENTS

If the **Programme Fee (€420)** is not paid prior to arrival, an **additional cost of €25** will be payable on the day of arrival.

Participants who will not have paid the Programme Fee, the Programme-Accommodation Guarantee Deposit and the first month's accommodation rental in time and/or prior to the commencement of the Programme, will **NOT** be accepted to the Programme. All of these fees are due on the day of arrival at the latest.

Subsequently, the rent for the second and the following months of stay, is payable upfront on a monthly basis and must be paid prior to the 7th day of the month for which the rent is due.

Rent is payable personally by Our Participants at our Offices in Calle Alameda/Marbella. Should they fail to do so, and in the event that we have no choice but to go and collect the rent from them, they will incur an additional admin charge of €25.

Participants hereby agree that they will arrange for their bank to pay the rent on or prior to the day it is due by setting up a direct debit from their personal bank account, which will be opened at arrival and with Assistance from Exit Experience. Upon arrival the Participant will sign a Bank Debit Agreement for payment of the Rent on a monthly basis.

LIABILITIES

EXIT EXPERIENCE cannot be held responsible for any costs incurred due to loss of luggage or delays. It is the participant's duty to inform us of any significant delay to or changes in the participants travel schedule.

EXIT EXPERIENCE is not liable for any loss or damage caused as a result of 'Force Majeure' such as strikes, war, riots, floods, or any other circumstances beyond our control.

EXIT EXPERIENCE will not be held liable for any expenses or inconveniences caused to any Participant who has been expelled from a course, a job, or the apartment in which he/she is accommodated as a result of unreasonable or unsocial behaviour. The Participant must indemnify EXIT EXPERIENCE and keep OUR COMPANY fully and effectively indemnified against any loss or damage to any property, or the injury or death of any person caused by his/her negligent activities, failure to act, or willful misconduct.

EXIT EXPERIENCE may terminate the contract if a Participant fails to demonstrate reasonable standards of conduct and expel such a person from the Programme and the Accommodation without any rights to claims.

Claims to EXIT EXPERIENCE, will be made in writing during the Programme Period. Claims that are made after departure/after the EXIT EXPERIENCE will not be liable and accept any claims that are made after departure – after the end of the Programme.

Any Participant who does not have adequate Travel Insurance, covering medical care, civil responsibility against third parties and repatriation costs, for the entire length of the programme, is personally responsible for any damages caused or costs incurred as a result for not having contracted such an Insurance. Participants who have misrepresented by confirming they have contracted an Insurance without having done so might be expelled from the programme by Exit Experience and, as a consequence, lose their Programme-Accommodation deposit

EXIT EXPERIENCE will not be responsible for medical fees, loss of earnings, repatriation costs, accidents at work and elsewhere. However we will be your best local partner in the event of any emergency situation and assist you to the best of our capabilities.

CANCELLATIONS

A 50% Cancellation Fee (€210) of the Exit Programme/Enrollment Fee as well as the full €100 advance payment towards the first month accommodation, will apply if the Applicant cancels up to 15 days PRIOR TO ARRIVAL. If the Applicant cancels BETWEEN 14 DAYS BEFORE ARRIVAL and up to the third day of arrival included, the full programme fee (€420) as well as the €100 accommodation down-payment towards the first month accommodation costs will be due to EXIT EXPERIENCE. Any participant who cancels later than the third day after arrival without giving 21 days written notice will be charged the full programme fee as well as the full first month rent and the rental deposit.

I hereby declare that I have read and fully understood this document, and I accept that I will adhere to EXIT'S Work Experience Programme under the terms and conditions contained in it.

Name:	Surname:	Date of Birth:
Date of Arrival:	Date of Departure:	
Passport Number	Place and date of issue	
National of:	Signature:	

DATE _____

This document has to be sent signed by the applicant to EXIT prior to arrival at destination, failing to do so, will result in Exit Experience not accepting the Work Experience application. We accept the signed document by fax, email or post.