

A. DURATION OF CONTRACT

The terms of this contract are good for 1 year and are applicable only during trips that _____ (employee) makes with _____ (employer) to the United States. Both parties agree to abide by the laws of the United States and the following terms and conditions of employment:

B. SALARIES AND BENEFITS

1. SALARY:

_____ (Employee) will receive the minimum or prevailing wage of the state of _____ (or the city of _____), which is \$_____ per hour. All federal, state and local taxes that apply to the salary of _____ (employee) will be deducted from his/her salary. It is the responsibility of _____ (Employer) to pay all federal, state and local taxes that apply to the salary of the (employee) _____. _____ (Employer) agrees to pay _____ (employee) their earned wages every two weeks by check.

2. BENEFITS:

_____ (Employee) will receive the following benefits:

- a) Pay equivalent to 150% of the normal hourly wage for each hour worked more than 40 hours in one week;
- b) Payment of medical expenses;
- c) Insurance;
- d) Transportation;
- e) Housing and meals;
- f) 10 sick days; and
- g) 10 vacation days.

3. HOURS OF WORK

The normal work hours of the _____ (employee) will be from 8:00 a.m. a 5:00 p.m Monday to Friday with a one hour lunch break.

4. DESCRIPTION OF DUTIES

During the employment, the employee will be responsible for the following duties

_____.

C. TERMINATION OF WORK

_____ (Employer) will notify the _____ (employee) at least 2 weeks before terminating the contract. It is not necessary for _____ (employee) to notify _____ (employer) more than 2 weeks before terminating the contract.

D. ONE EMPLOYER:

_____ (Employee) may work only for _____ (employer) in the United States.

E. TRANSPORTATION, ROOM AND BOARD:

_____ (Employer) will provide _____ (employee) room and board as well as round trip airline tickets to the United States from the country of residence. None of these expenses can be deducted from the salary of _____ (employee).

F. PERSONAL PROPERTY

_____ (Employer) will not withhold the passport, employment contract, or any other personal property from _____ (employee).

G. COMPREHENSION:

_____ (Employee) understands the presented contract and can answer simple questions about the work conditions and requirements.

NAME OF EMPLOYER

SIGNATURE

NAME OF EMPLOYEE

SIGNATURE