

PROGRAM AGREEMENT TERMS AND CONDITIONS

Please read the following terms and conditions **THOROUGHLY BEFORE YOU SIGN BELOW.**

Program Fees:

Each volunteer program has a fee that varies according to the length of your stay, location and services offered. Please read the following descriptions carefully so that you understand exactly what your program includes.

Securing your Position:

In order to secure your position you must:

1. Send this form, signed as an agreement of the terms and conditions contained herein.
2. Send a deposit of US\$ 200 net of banking fees 8 weeks before the start of your program. You may make this payment directly to a member of the NeVo team through Western Union, or you may assume international transaction costs and make a wire transfer directly to our Peruvian banking account.
3. Volunteers are responsible for paying their program fees in full 4 weeks before their arrival to Peru.

Field Experiences

- **Volunteer placement** in a Nexos Voluntarios project in Urubamba or in one of our reputable partners' projects in Lima or Urubamba. Placements vary depending on the length of stay, time of year and project needs at any given point in time.
- **Entertainment and cultural-immersion activities** – One cultural or entertainment activity per week. In Urubamba, these may include visits to ruins and archeological parks, excursions to Cuncani or other high-Andean communities, treks, or day trips to Cusco to visit museums or other attractions. While in Lima, they may include “Fire-side chats” (sessions guided by a specialist to motivate volunteers reflect on their experience and gain insight), conversations with experts on specific subjects such as health in the Amazon jungle or the origins of Lima, visits to museums or archaeological sites, dance classes, cooking workshops or concerts. Cultural activities are offered for the first three months of a volunteer's stay only.
- **Spanish conversation-strengthening program** – 6 hours per week, three 2-hour conversation based sessions with a native speaker. All volunteers taking



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Spanish classes as part of their program must complete the following mini-contract, which establishes the terms and conditions under which we provide the classes:

Nexos Voluntarios (NeVo) allows volunteers to arrange their own class schedules with the Spanish professor based on their personal preferences and availability. For this reason, it is difficult for us to monitor compliance with schedules. We therefore require that volunteers let us know if their schedule is not being followed as agreed with the professor, and we will do what we can to help. Volunteers are responsible for rescheduling classes with the professor; NeVo is not responsible for missed classes.

I have read and understood the information in this contract, and agree to the parameters laid out in this document, which establish the terms and conditions regarding the NeVo program's Spanish classes.

Volunteer Signature	Date

- **Accommodation** with a Peruvian host family or in the NeVo House. You must be aware that some rural community homes may lack some amenities like hot water and Internet.
 - **Meals** – 3 meals per day from Mon – Fri. Breakfast Mon – Sun at the host family's home.
 - **Airport transportation** for your arrival and departure in Lima and Cusco.
 - **Permanent guidance and access to a coordinator** from Nexos Voluntarios from whom you receive orientation, continued guidance on the project development and support if you have questions, concerns or if you are not satisfied with any of the services. The coordinator may or may not be at the same project site as you but he/she is accessible permanently (24/7) through e-mail and phone.
 - **Comprehensive on-site support** including: Initial cultural orientation session, a printed copy of the NeVo Guide (which includes Peruvian history and socio-political context, practical advice and helpful numbers), 24-hour help line and assistance in case of emergencies, access to a medical doctor in case of an emergency (If special treatment is required, you and/or your insurance should cover the costs) and full access to the NeVo House.
 - **Significant donation to the NeVo Social Fund** (between US\$ 150 and US\$ 300, depending on fee paid)
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Career-Breakers

- **Part-time volunteer work** in a Nexos Voluntarios project in Urubamba or in one of our reputable partners' projects in Lima or Urubamba. Placements vary depending on the length of stay, time of year and project needs at any given point in time.
- **Accommodation** with a Peruvian host family or in the NeVo house. You must be aware that some rural community homes may lack some amenities like hot water and Internet.
- **Meals** – 3 meals per day from Mon – Fri. Breakfast Mon – Sun at the host family's home,
- **Airport transportation** for your arrival and departure in Lima and Cusco.
- **Permanent guidance and access to a coordinator** from Nexos Voluntarios from whom you receive orientation, continued guidance on the project development and support if you have questions, concerns or if you are not satisfied with any of the services. The coordinator may or may not be at the same project site as you but he/she is accessible 24/7 through e-mail and phone.
- **Comprehensive on-site support** including: Initial cultural orientation session, a printed copy of the NeVo Guide (which includes Peruvian history and socio-political context, practical advice, and helpful numbers), 24-hour help line and assistance in case of emergencies, access to a medical doctor in case of an emergency –If special treatment is required, you and/or your insurance should cover the costs– and full access to the NeVo House.
- **Professional advice** allowing you to organize your own cultural visits and trips
- **Spanish conversation strengthening program:** 6 hours per week, three 2-hour conversation based sessions with a native speaker. All volunteers taking Spanish classes as part of their program must complete the following mini-contract, which establishes the terms and conditions under which we provide the classes:

Nexos Voluntarios (NeVo) allows volunteers to arrange their own class schedules with the Spanish professor based on their personal preferences and availability. For this reason, it is difficult for us to monitor compliance with schedules. We therefore require that volunteers let us know if their schedule is not being followed as agreed with the professor, and we will do what we can to help. Volunteers are responsible for rescheduling classes with the professor; NeVo is not responsible for missed classes.

I have read and understood the information in this contract, and agree to the parameters laid out in this document, which establish the terms and conditions regarding the NeVo program's Spanish classes.

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Volunteer Signature	Date

- **Entertainment and cultural-immersion activities** – at least one cultural or entertainment activity per week; within these we include one weekend trip per month if the Career-Breaker stays for 3 or more weeks. Trips take place on weeks 3, 7 and 11. While in Lima, Career-Breakers will participate in “fire-side chats” (sessions guided by a specialist to motivate volunteers reflect on their experience and gain insight), conversations with experts on specific subjects, for example, health in the Amazon jungle, the origins of Lima, etc., visits to museums, archaeological sites, dance classes, cooking workshops and/or concerts.
- **Peruvian craft workshops** twice a week.
- **Significant donation to the NeVo Social Fund** (between US\$ 150 and US\$ 300, depending on fee paid)

Group Projects

- **Participation in a social endeavor** guided by Nexos Voluntarios professional staff. Projects generally focus on construction activities for schools, houses, community centers, or medical posts, or on helping out at local daycares, caring for children or teaching them arts and crafts. You will be informed of the specific project you will be participating in before your arrival, but the project may be changed at any time due to unforeseen situations.
- **Accommodation** at a hostel or community house. Shared room and shared bathroom, adequate spacing and common areas.
- **Entertainment and cultural-immersion** activities. Activities vary but may include visits to museums, visits to archeological sites, treks, dance classes, cooking workshops or concerts.
- **Airport transportation** for your arrival and departure in Lima and Cusco.
- **Permanent guidance and access to a coordinator** from Nexos Voluntarios from whom you receive orientation, continued guidance on the project development and support if you have questions, concerns or if you are not satisfied with any of the services. The coordinator may or may not be at the same project site as you but he/she is accessible 24/7 through e-mail and phone.
- **Comprehensive on-site support** including: Initial cultural orientation session, electronic copy of the NeVo Guide (which includes Peruvian history and socio-political context, practical advice, and helpful numbers), 24-hour help line and assistance in case of emergencies, access to a medical doctor in case of an emergency –If special treatment is required, you and/or your insurance



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should cover the costs– full access to the NeVo House, and arrangement and expense of local transportation to project site.

- **Meals** – All meals included (3 meals per day) except for 1 free night per week (generally Saturdays).
 - **Significant donation to the NeVo Social Fund**
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Partnering Programs

- **Volunteer placement** in a Nexos Voluntarios project in Urubamba or in one of our reputable partners' projects in Lima or Urubamba. Placements vary depending on the length of stay, time of year and project needs at any given point in time.
- **Entertainment and cultural-immersion activities** – One cultural or entertainment activity per week. In Urubamba, these may include visits to ruins and archeological parks, excursions to Cuncani or other high-Andean communities, treks, or day trips to Cusco to visit museums or other attractions. While in Lima, they may include “Fire-side chats” (sessions guided by a specialist to motivate volunteers reflect on their experience and gain insight), conversations with experts on specific subjects such as health in the Amazon jungle or the origins of Lima, visits to museums or archaeological sites, dance classes, cooking workshops or concerts.
- **Spanish conversation-strengthening program** – 6 hours per week, three 2-hour conversation based sessions with a native speaker. All volunteers taking Spanish classes as part of their program must complete the following mini-contract, which establishes the terms and conditions under which we provide the classes:

Nexos Voluntarios (NeVo) allows volunteers to arrange their own class schedules with the Spanish professor based on their personal preferences and availability. For this reason, it is difficult for us to monitor compliance with schedules. We therefore require that volunteers let us know if their schedule is not being followed as agreed with the professor, and we will do what we can to help. Volunteers are responsible for rescheduling classes with the professor; NeVo is not responsible for missed classes.

I have read and understood the information in this contract, and agree to the parameters laid out in this document, which establish the terms and conditions regarding the NeVo program's Spanish classes.

Volunteer Signature	Date

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- **Accommodation** with a Peruvian host family or in the NeVo House. You must be aware that some rural community homes may lack some amenities like hot water and Internet.
- **Meals** – 3 meals per day from Mon – Fri. Breakfast Mon – Sun at the host family's home.
- **Airport transportation** for your arrival and departure in Lima and Cusco.
- **Permanent guidance and access to a coordinator** from Nexos Voluntarios from whom you receive orientation, continued guidance on the project development and support if you have questions, concerns or if you are not satisfied with any of the services. The coordinator may or may not be at the same project site as you but he/she is accessible permanently (24/7) through e-mail and phone.
- **Comprehensive on-site support** including: Initial cultural orientation session, a printed copy of the NeVo Guide (which includes Peruvian history and socio-political context, practical advice and helpful numbers), 24-hour help line and assistance in case of emergencies, access to a medical doctor in case of an emergency (If special treatment is required, you and/or your insurance should cover the costs) and full access to the NeVo House.
- **Significant donation to the NeVo Social Fund** (between US\$ 150 and US\$ 300, depending on fee paid)

Program fees do not include: international or domestic airfare, health/accident/funeral insurances, passport or visa fees, independent travel during the program, or personal expenses. Program fees may change without notice due to currency rates and the unique nature of international travel.

REFUND POLICY

The initial deposit of \$200 will be applied towards the total program fee. The program deposit is non-refundable for participants who have been accepted into the program. The program deposit will be fully refunded to non-successful applicants.

If the participant cancels for any reason, he or she must notify Nexos Voluntarios in writing. The cancellation will be effective upon receipt of the written document by Nexos Voluntarios.

Careful planning goes into developing our volunteer programs, and as a result, Nexos Voluntarios incurs in substantial administrative and planning costs prior to the start of each program.

Participants who cancel their participation in a timely manner (more than 2 weeks prior to the program start) will receive a refund on the program fee paid, minus the deposit.

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Individuals who cancel or shorten their program with 2 weeks notice (or less) prior to the program start or during the program will not receive a refund.

TRIP CANCELLATIONS

Nexos Voluntarios reserves the right to cancel any program if there are insufficient registrants or if Nexos Voluntarios determines it is in the best interest of the applicant's safety and quality of programming to cancel the program. Nexos Voluntarios is not responsible for other costs incurred by applicants preparing for the trip. Should a program be cancelled, applicants will be offered the option of positions in other Nexos Voluntarios projects or a full refund on all fees paid to the organization.

TIME REDUCTIONS

Nexos Voluntarios reserves the right to reduce the time of any program if there are insufficient registrants or if Nexos Voluntarios determines it is in the best interest of the applicant's safety and quality of programming to cancel the program. Nexos Voluntarios is not responsible for other costs incurred by applicants preparing for the trip. Should a program be reduced, applicants will be offered the option of positions in other Nexos Voluntarios projects or a proportional refund on all fees paid to our organization. On the other hand, if a volunteer, after having registered (paid the deposit in full) decides to reduce his/her time in the program, Nexos Voluntarios will **NOT BE ABLE TO REFUND** any part of the fee. We plan, budget and pay for many of the services in advance (before the volunteer arrives in Peru) and hence we cannot provide refunds.

NOT TAKING PART IN ONE OR MORE OF THE COMPONENTS INCLUDED

If a volunteer, after having registered (paid the full deposit) or once he/she is in Lima decides not to participate in any of the components included in his/her program, (like cultural activities, Spanish classes, etc) Nexos Voluntarios will **NOT BE ABLE TO REFUND** any part of the fee. We plan, budget and pay for many of the services in advance (before the volunteer arrives in Peru) and hence we cannot refund fees.

PROGRAM FLEXIBILITY AND SAFETY

Nexos Voluntarios programs are different from travel or adventure programs. Each development project and internship is unique and often cannot be implemented exactly as planned for a variety of reasons. There are numerous factors, though closely monitored, that are beyond our control. Applicants are advised that these variables may require changes before or during a program. Part of the challenge and growth opportunity is in adapting to changing conditions and overcoming the obstacles they may present.

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RELEASE OF LIABILITY AND ASSUMPTION OF ALL RISKS

In this document, Nexos Voluntarios, its agents, employees, and staff give notice that they act solely on behalf of and for the benefit of the Participants, on the express agreement that Nexos Voluntarios shall not be liable, financially or otherwise, for non-performance or unsatisfactory service; for the injury to persons including death, for loss of or damage to property, for accident or delay, and/or for expenses arising from strikes, weather, quarantine, sickness, government regulation, civil unrest or war, or from any act or omission of Nexos Voluntarios agents or employees, and/or airline, mail services, railroad, bus company, automobile rental entity, hotel, restaurant, or other supplier of service. By signing this application form and agreement the participant assumes all of these risks and agrees to indemnify Nexos Voluntarios, its officers, directors, and employees for any and all liability that may arise in connection with participation in the Nexos Voluntarios Programs. Nexos Voluntarios is incorporated in Lima, Peru. All matters related to or arising out of or involving the participant's relationship with Nexos Voluntarios shall be governed by Peruvian law and any legal dispute shall be determined by a Peruvian court. Nexos Voluntarios reserves the right to refuse any applicant admission to any program if he or she is deemed ill suited for the program. Important program information will be sent to the email address provided on the application. Photographs, videotapes, and/or statements of participants may be used in promoting Nexos Voluntarios. Nexos Voluntarios publishes program and project photos on a monthly basis on the Nexos Voluntarios website. These photos and videos are available for students, parents, and interested individuals to download, email, or print.

TRAVEL DOCUMENTS AND INSURANCE

All participants must possess a valid passport for their Nexos Voluntarios trip. Participants are responsible for any costs associated with visas, airport taxes, obtaining the proper travel documents for their trip, and changes to flight itineraries. Please note that if you stay more than 183 days you will need to have your passport stamped outside the country (for example by traveling to the border). Volunteers need to cover all costs related to this requirement (stamp and travel costs).

All participants must also have valid health, accident and funeral insurance, including cadaver transportation insurance, during the time of their program. Volunteers need to cover all costs related to this requirement.

BEHAVIOURAL EXPECTATIONS

By joining a Nexos Voluntarios Program, the participant assumes certain obligations to Nexos Voluntarios, its beneficiaries, and other program participants. If on-site program directors determine a participant fails to meet the behavioural expectations

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set out in this contract or in Nexos Voluntarios' Code of Conduct, that participant will be asked to leave the program. Participants asked to leave under these circumstances will not receive a refund. In addition to other program responsibilities, as a program participant you are responsible for:

- 1. Being in sufficiently good health to undertake the program.
- 2. Acting in an appropriate and respectful manner towards the local people, fellow travelers, program participants and staff in accordance with the customs, laws, regulations, and ordinances of Peru.
- 3. Communicating effectively your interests, skills, limitations, and needs to program staff members and those involved with your project and housing.

My signature below verifies that all information I have provided in this application is true and correct, and that I have read and agree with all of the Terms & Conditions of this application and of joining a Nexos Voluntarios program.

Name and Surname_____

Signature of Applicant _____

Date _____