

# Terms and Conditions

Please read carefully these Terms and Conditions of English Club Laos (ECL) below before sending us your application form.

## **Program Fees**

The participant agrees to pay the applicable program fee, based on the length of stay and the participant is responsible for his/her own travel arrangements and personal expense during the program. The participant agrees to take personal responsibility for his/her own effects and ECL will not be held responsible for any loss or damage of personal effects. ECL cannot be held responsible for a country's decision to refuse entry, exit, or the right of passage.

The participant is responsible for informing ECL of any physical or medical condition, including mental health conditions, at least 60 days prior to the start date. ECL reserves the right to require documentation from a medical practitioner verifying that the participant is fit and able to undertake a program, and ECL reserves the right to cancel a participant's program on the grounds of the medical practitioner's comments.

## **1. Travel**

The volunteer is responsible for arranging and paying their own travel and transport costs. It is the responsibility of the volunteer to carry all necessary documents when traveling abroad. While ECL may advise the volunteer on required travel documentation, ECL is not responsible for any supporting documents necessary for the volunteer's travel needs or other purposes. Volunteers are responsible for ensuring their travel documents are valid and up to date.

## **2. Insurance**

ECL does not provide insurance of any kind. Travel insurance is mandatory for each volunteer and the volunteer should purchase this prior to departing on the trip. The volunteer is responsible for evaluating and determining the type, extent, and levels of any insurance they need or desire for their planned volunteer travel period. However, it must cover their entire period with ECL and should cover their entire trip.

## **3. Upfront Payment.**

ECL asks for upfront payment of 50% of the total weeks of the volunteers stay. The remaining amount, the balance is payable on arrival. This is to show seriousness about being a part of ECL, to ensure that your spot is reserved, and someone else doesn't miss an opportunity. A volunteer's placement in the program cannot be confirmed until the fee has been paid in full. The upfront payment of 50% is non-refundable.

## **4. Personal Risks.**

The volunteer acknowledges and accepts the responsibilities and risks associated with their agreement to travel to, temporarily live in, and provide volunteer services in, a developing

country. Such travel and volunteer work can often be hazardous and involves a certain degree of risk to the volunteer, both foreseen and unforeseen, all of which are fully accepted and solely assumed by the volunteer.

Therefore ECL, including any and all of its employees, managers, directors, shareholders and host families are not liable, to the maximum extent of the law, for any loss or harm the volunteer or associates may suffer, including but not limited to loss caused directly or indirectly by:

- Personal injury
- Emotional injury
- Death
- Illness, disease or accident
- Damage to or loss of property
- Hostage situations
- War or terrorism

## **5. Volunteer Requirements.**

Volunteers must be minimum 18 years of age at the beginning of the program and serious about working. Lao authorities require a clean criminal record, but exceptions can be made after the interview process. As an organization we are obliged to forward a copy of your criminal record to the Lao authorities. The volunteers therefore need to acquire this information by the relevant authorities in their homeland. We do not accept sex-offenders under any circumstances.

## **6. Drug and Alcohol Use.**

The volunteer must abide by the rules put in place by the local host organization, volunteer placement institution, and the host family with regards to alcohol consumption. Illegal drugs use is strictly prohibited and will result in instant dismissal from the program with no refund.

## **7. Child Protection Policy.**

The volunteer must read the complete ECL Child Protection Policy. They must fully understand and agree to follow all procedures contained within. If at any time the volunteer fails to follow the guidelines set forth by the ECL Child Protection Policy, they understand that their volunteer program may be terminated by ECL and appropriate action will be taken.

## **8. Changes to Program Start Date or Program Site**

English Club Laos allows participants to change their program start date, program location, or length of stay, dependent on program availability. In addition, participants can use their program deposit or funds on file.

## **9. Governing Law**

These Terms & Conditions are governed by the laws of Laos.