

The following Terms and Conditions apply to all Participant(s) or Applicant(s) (hereinafter Applicant" or "Participant"), in any internship or similar offering referred hereunder as the "Program" offered by Business Consulting Indonesia, a company incorporated in Jakarta with registered number 1289657 and having its registered office at Jl. Tanah Abang 1 ,11 F, Central Jakarta, 10160 and/or any of its subsidiaries (hereinafter referred to as "We", "Us" "Internship Jakarta" or "Business Consulting Indonesia").

The copyright in and to the terms and conditions belongs to Business Consulting Indonesia and any copying of the terms and conditions without our prior written permission constitutes an infringement of our legal rights and we will take legal action if necessary.

1. By offering an Applicant a position on the Internship program supplied by Business Consulting Indonesia we undertake, subject to these terms and conditions, to do the following:
 - a. to arrange for the provision to the Participant of an unpaid internship placement with an internship company (the "assigned internship company") in Indonesia as part of the Program (referred to as a "placement");
 - b. to mediate in arranging the Participant with accommodation in Indonesia (the "designated accommodation"). The participant shall be responsible for the direct payment to the owner of the designated accommodation including the electricity bill. Upon arrival the agreed first month rental fee to be paid by the Participant to the designated accommodation owner directly in cash. Business Consulting Indonesia is not responsible for any decision of the designated accommodation owner to make deductions to negotiations or complaints.
 - c. to provide a first day introduction visit with the Participant to the assigned internship company
 - d. to provide a Welcome Package to the Participant, including a local sim-card, map, bahasa Indonesia handbook and an emergency card.
 - e. to conduct an evaluation based on a performance, Attitude and absenteeism check of the Participant. The evaluation could be in written, through phone contact or a face-to-face meeting with the representative of the Assigned internship company.
 - f. to provide necessary assistance for emergency matters or issues arised at the Assigned internship company.
 - g. to perform a spot-check and unannounced company visit during the Participant's internship
 - h. to provide the Participant with appropriate information about local transportation in Indonesia.
 - i. to provide transportation of the Participant from the pre-agreed airport to the designated accommodation at pre-agreed times;
 - j. to provide contact details to the Participant of our Appointed Operational Manager(s) in Jakarta or Bali in case of any difficulties or problems experienced;
 - k. It is the Participant's responsibility to have an insurance during his/her stay in Indonesia including personal liability, emergency and health coverage. We are not responsible, nor liable for any decisions made by the Participant's insurance company or any handling of claims. The Participant must bring all relevant insurance documents with him/her to Indonesia. Neither the Internship Company nor its employees is liable for any medical advice given by Ourselves or third parties.
 - m. to provide information about the Local transport to get around in Jakarta.
 - n. Business Consulting Indonesia provides advice to the Participant how to obtain a visa required to perform an Internship in Indonesia. We will process the visa application at the Ministry at Immigration in Jakarta in order to get approval from this authority.
 - o. Visa extensions, if needed, need be performed by Us to ensure that the Participant will extend his/her visa for the duration of the internship program.
 - p. For the avoidance of doubt, Our responsibilities are limited solely to those set out in this Section (1).
2. We retain all rights to reject the application of any person, we deem unsuitable for our Program, at our own discretion.
- 3 Upon signing the internship agreement btween Participant and Internship company, The participant shall be responsible for the direct payment to Business Consulting Indonesia for the service of delivering the Pre-agreed package.
4. In the event that the Participant decides to discontinue his/her Program after it has started but before the final date of the internship due to end for any reason, We are not liable for any costs incurred by the Participant as a result of this decision.
5. If, for whatever reason, We have to cancel our Program prior to the Participant starting the Program and the Participant has not yet performed any payment to Us and for reasons which are in no way attributable to the Participant, No compensation will be given by Us for any costs incurred in relation to the Program by the Participant or any other person.
6. In the event that a Participant is refused an appropriate visa or suitable alternative by the Indonesian Authorities, no compensation will be given by Us for the Cancellation of flights or any other costs incurred by the Participant or any other person.
7. The content and information displayed on our website and other promotional material is believed to be valid and correct but We are not liable, and the Participant shall not hold Us responsible, for any misinformation or ambiguities in such content. We reserve the right to change the format of our Program as and when necessary at our discretion and without requiring the consent of the Participant. We will however endeavour to provide as similar a Program as possible at all times.
8. The inital visa application fees payable at the ministry of immigration in Indonesia for obtaining approval are covered in the Program fee offered by us. The visa costs for obtaining the visa at the designated embassy outside Indonesia is not included in our Program. We will use reasonable endeavours to obtain the Participant's visa prior to

the commencement of the Program, provided that if, for reasons outside of Our control, the Participant's visa cannot be obtained at all or prior to the commencement of the Program, it will be at Our discretion as to whether It will be the responsibility of the Participant to obtain his/her visa, provided that in circumstances where there may be difficulties in obtaining the visa, We will use all reasonable endeavours to assist the Participant with his/her application and best resolve the application to the mutual benefit of the Participant and Us. We are not, and you shall not hold Us, responsible or liable for any damages, delays or time schedules at the ministry of immigration and embassy or costs relating to the loss of or damage to the Participant's passport or any other personal property at any part of the visa processing, during the Program, during transit or during registration with the Indonesian authorities or other third parties.

All efforts done by Us are in good faith and in accordance with the latest updated regulations. The participant is requested to follow the instructions of our assigned staff, verbally or in written, for conducting the initial visa application as well as visa extensions which executed by Us. Visa extension fees are applicable to Participants staying longer than 60 (sixty) days. The costs per visa extension is 800,000 Rp. payable to our Consultants in cash at the moment of extension. The number of extensions depend on the lengths of internship term in Indonesia. In case the Participant is not willing to cooperate, following our instructions or breach the Indonesian law we hold the right to cease the sponsorship and the visa will terminate automatically at the date of expiry.

9. The participant is responsible for checking that the visa which is issued for the Program is the correct type and length. Should the participant wish to travel outside Indonesia during or after the Program it is his/her responsibility to ensure that the visa you are issued will allow you to leave Indonesia and re-enter.

10. We are not responsible or liable for changes or cancellations to the Program under any of the following circumstances; war or threat of war, terrorism or threat of terrorism, fire, sickness, environmental or climate concerns, acts of government or local authority, or any other event or circumstance which amounts to a "force majeure" and in such cases no compensation for any loss will be given to the Participant by Us unless otherwise decided at Our discretion.

11. It is the Participant's responsibility to be aware of any national holidays, that may change the nature of your Program. While most companies operate a Mon - Fri 9AM-5PM working policy, some may have different requirements and We cannot be held responsible for this.

12. International flights are not included in the cost of any of our Programs. The participant must buy his/her own airplane tickets to fly to Indonesia. We are not responsible to the Participant for any damages or costs due to any action, negligence or event relating to the purchase or operation of flight tickets. We are also not responsible for any costs or refunds due to changes or delays in flights.

13. Transportation of the Participant from the pre-agreed airport in Indonesia outside the hours of 9am to 9pm or not on the specified arrival day will incur a charge of 25 euro (as applicable). If the Participant do not notify Us of his/her flight arrival details at least at 3 working days prior to arrival in Indonesia, We cannot guarantee an airport pickup.

If the Participant arrives in Indonesia before the start date of the program, or if the Participant stays later than the end date of your program, the Participant can request to stay in the designated accommodation for extra nights.

The reservation of the designated accommodation is subject to availability, therefor We can only reserve an accommodation 4 weeks prior to arrival date into Indonesia. The participant stays minimum 1 (one) month in the designated accommodation offered, unless he/she has found an own accommodation prior arrival of which we are informed at least 2 weeks before arrival. The Participant has no right to get a discount on the rates published by Business Consulting Indonesia. In case the Participant decides to switch accommodation, it should be announced at latest 14 days prior to the ending date of the monthly rental.

14. If the Participant should experience any problems whilst partaking in our Program, he/she must immediately inform Us in writing by email to the email address of Internship Jakarta, with a clear explanation of the problem. In such an event, We will discuss the problem with the Participant and will discuss ways in which the problem can be solved. We are not responsible for any conversations or anything that is said by Us or on our behalf unless it is recorded in the written form either in an email or letter sent by Us to the Participant.

15. The Participant agrees to abide by and/or otherwise comply with any applicable rules and/or internal policies or guidelines of the assigned internship company, The Participant agrees to discuss any problems in his/her placement with our staff in writing by email prior to discussion with any third party, such as the assigned internship company. If the assigned internship company terminates a Participant's placement prior to the end of the stated time as a result of the Participant's inadequate or unhelpful participation, prolonged or repeated absence from work, or repeated tardiness in arrival at work,

We are under no obligation to provide another placement. In such a case, the Participant will be required to inform us and the university mentor about the arise issues and intended termination of the program at the assigned internship company. Prior to Termination we endeavour to assist the Participant and the Internship company to solve any problems or misunderstandings.

16. If the Participant wishes to terminate his/her placement prior to the end of the time stated in the offer letter for any reason, he/she must provide Us with written notice prior to placement termination, clearly stating the reasons for such a decision. We are under no circumstances obligated to provide another placement in this will situation and the Participant will be required to inform us to cease the Participant's sponsorship.

17. We, our affiliate agencies or staff are not liable for any case of injury, accident or sickness suffered by the Participant, or theft or damage to the property of the Participant in relation to or in connection with our/their services provided in respect of the Program.

18. All Participants are responsible for their own safety during the Program and neither Us nor the assigned internship company is responsible or liable for any accident, sickness, loss, damage, expense or hazard encountered or incurred by the Participant during the Program.

19. In situations where the Participant does not comply with the rules of the assigned internship company or rules of our Program or the laws of Indonesia, We may cancel the Program of the Participant by notice to the Participant and the Participant will be required to leave the country.

20. The Participant will take full responsibility for their conduct at all times during the Program. The Participant will not act irresponsibly, break the law of Indonesia, or put themselves or others in dangerous situations, and if they do, will be responsible for the consequences.

21. We reserve the right to expel a Participant from the Program by notice to the Participant discretion for reasons including but not limited to breaking the law of Indonesia, bullying or harassment of other Participants, anti-social or unreasonable behaviour or unfit conduct towards other group Members or excessive absence from work. In such instances, We retain the right to immediately cancel the Program of the Participant.

22. We take no responsibility and are not liable for any third party behaviour or actions including but not limited to that of the assigned internship company and employees at the designated accommodation.

23. a. In case any items in the Welcome Package is not complete, not working, broken, missing the Participant should inform the Consultant first. Instead The Participant will receive a replacement. No financial compensation will be given.

b. We take no responsibility and are not liable for:

1.any accidents that take place at any third party locations including the premises of the assigned internship company and the designated accommodation;
and

2.any damages to the assigned internship company during a Participant's placement with it, which, in all cases, the Participant shall be responsible and liable for. It is the Participant's responsibility to ensure that he/she is covered by an internship insurance or a liability insurance covered by the insurance company prior to the commencement of the Program.

24. The owner of the designated accommodations reserves the right to make charges for any missing or damaged items from the designated accommodation or for any additional cleaning or repair charges to the designated accommodation that may be incurred during the Program. Further, The Participant is obligated to pay the electricity bills for the electricity use in addition to the rental month. The Participant agrees to pay these electricity charges as notified to the Participant in writing in full to the owner at the end of every monthly rental term.

25. Guests are not allowed to stay in the Participant's designated accommodation unless this is requested to the owner of the designed accommodation prior to the Guest's arrival. Guests will only be allowed to stay in the Participant's designated accommodation.

26. Participants must provide us a full page copy of ID-card in the passport for visa processing purposes at least six weeks prior to the commencement of our Program. We cannot be held responsible for additional costs for processing, postage, submission in person by our staff, or delay or cancellation of program due to failure to provide Us of such details in time.

27. The Participant agrees that any photo taken or video made by Us could be used for promotional purposes without consent required of the Participant.

28. If an Participant is unwilling or unable to let us advice on the processing and obtaining of their Indonesia visa, and for whatever reason a visa of incorrect length or type is granted, we will use reasonable efforts to assist in attempting to amend the visa, or process another visa, with the relevant Indonesian authorities, but take no responsibility or liability for any consequences arising from the issue of the incorrect Indonesian visa or any attempt to amend the visa or process the issue of another visa.

29. In instances where the assigned internship company demands it, the Participant agrees to sign a Non Disclosure Agreement with the assigned internship company. Regardless of whether or not the assigned internship company requires a written Non Disclosure Agreement, the Participant agrees to respect and keep confidential the Intellectual Property and any information of the assigned internship company.

30. By submitting an application to Us, We assume this is done in good faith with the purpose to join our program to perform an internship and no other intentions.

31. In case the Applicant cancels him/herself after getting introduced to a internship company presented by us, The Applicant is charged an Admin fee cost.

32. In case the Applicant circumvents Business Consulting Indonesia by contacting the Internship company him/herself without giving any notice after disclosing the contact detail of any designated Internship company to the Applicant, prior to the commencement date of the program, We have the right to cease the Program for this Applicant and a penalty fee is applicable to the Applicant. The Internship company will be informed accordingly by Us.

33. In the event the Applicant decided cancels to proceed further for any reason, after being introduced to the host company, The Applicant is obligated to pay a 45 Euro admin fee to Us.

34. We are not responsible for the workload provided by the assigned internship company whether it is of a high intensity or low intensity. In such situations, the Participant should discuss the problem with Us and We will endeavour to resolve the issue accordingly. The Participant and Internship company make sure all matters concerning the internship have clearly been communicated all detailed assignment through mail or skype during the intro-session and as written in the internship contract, We cant not hold responsible for any discrepancies in the content of the working activities.

35. To comply with Visa regulations of Indonesia, you must notify Us if you have any of the following: Mental disease, Venereal Disease, Tuberculosis, HIV, Leprosy or other infectious diseases.

36. Our aggregate maximum liability is limited to the amount of the actual cash paid by you to us for the Program.

37. These terms and conditions and this agreement shall be governed by, and construed in accordance with Indonesian Law.

38. Any dispute, controversy or claim arising out of or relating to these terms and conditions or this agreement, including the validity, invalidity, breach or termination thereof, shall be settled by arbitration in Indonesia.

39. This agreement constitutes the whole agreement between the parties and supersedes all previous agreements between the parties relating to its subject matter.

40. Each party acknowledges that, in entering into this agreement, it has not relied on, and shall have no right or remedy in respect of, any statement, representation, assurance or warranty (whether made negligently or innocently) other than as expressly set out in this agreement.

41. A person who is not a party to this agreement shall not have any rights under or in connection with it.

42. The rights of the parties to terminate, rescind or agree any variation, waiver or settlement under this agreement is not subject to the consent of any person that is not a party to this agreement.

43. If any provision of the agreement (or part of any provision) is found by any court or other authority of competent jurisdiction to be invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed not to form part of this agreement, and the validity and enforceability of the other provisions of this agreement shall not be affected.

44. If a provision of the agreement (or any part of any provision) is found illegal, invalid or unenforceable, the provision shall apply with the minimum modification necessary to make it legal, valid and enforceable OR Business Consulting Indonesia and the Participant shall negotiate in good faith to amend such provision such that, as amended, it is legal, valid and enforceable, and, to the greatest extent possible, achieves the original commercial intention of Us and the Participant.