



Agreement and Release

This agreement and release is between _____ (participant) and Peace House Foundation (PHF). The participant should initial the bottom of each page to indicate comprehension of and agreement with the stated policies. Participant's signature and initials on this Agreement and Release indicate that it has been read carefully and is fully understood, and that participant agrees to abide by all of the terms in this document.

The applicant should understand that submission of a complete application and its accompanying fee qualifies him/her for consideration for PHF programs, but does not guarantee his/her placement. Each application will be carefully and fairly considered, and, based on the situation at Peace House Secondary School (PHS), the needs of the staff, the time of year, and any other factors PHF deems worthy of consideration, a decision will be made about whether or not the applicant will be placed at PHS. Peace House Foundation accepts the service of volunteers with the understanding that such service is at the sole discretion of the Foundation.

Financial Policies

A non-refundable \$100 application fee is required. Applications are not considered complete until the application fee, the Application Form, and this signed and initialed Agreement and Release are received. This must occur at least 60 days prior to arrival in Tanzania.

The program fee for on-site volunteers (ranging from \$17 - \$50 per day, depending on type of participation) is due in two installments. 50% of the program fee is due 60 days prior to the start date. The remaining balance is due 30 days prior to the beginning of the program. PHF can accept payment by personal check, bank check, credit card (online), or money order. Late final payments will be subject to a 10% late fee. Program fees for volunteers staying off-site must be individually arranged and are also due 30 days prior to arrival in Tanzania.

PHF reserves the right to increase fees as a result of currency revaluation, excessive inflation, significant fuel price increases, or changes in other costs.

Program fees include:

- Lodging in guest housing on the Peace House Secondary School site (unless off-site lodging is pre-arranged)
- Three meals plus tea daily while on-site for group and Ambassador volunteers, one meal plus tea for Friend volunteers
- Pre-departure orientation session
- On-site orientation and training (as required) for volunteer experiences

Fees do not include:

- Airfare, airport fees, departure taxes
- Pick-up and drop off at Kilimanjaro International Airport
- Visas and immunizations
- Travel and medical insurance
- Off-site meals or extra food
- Transportation between PHS and Arusha (except for pre-arranged group activities)
- Optional cultural or tourist activities
- Laundry Service (available for an extra charge)
- Other related expenses

Peace House Foundation is a 501(c) 3 non-profit organization; consult your tax advisor for details regarding tax deductibility of any payments or fees.

Cancellation Policies

Should a participant have to cancel a planned trip, PHF must receive notice of this cancellation in writing. All refunds given will be based on the date PHF receives this notification.

The \$100 application fee is non-refundable. If an applicant cancels more than 60 days prior to the beginning of any program, the entire program fee (or as much has been paid) will be refunded. If an applicant cancels between 30 and 60 days prior to the beginning of the program, 50% of their program fees will be refunded. If the cancellation occurs within 30 days of the starting date, 25% of the program fees will be refunded. Only under extenuating circumstances will refunds be considered when cancellation occurs within 10 days of the starting date. No refunds will be given once the program begins.

PHF reserves the right to cancel a trip for any reason. In the unlikely event that this occurs, PHF will refund all participants their program fees but will not be responsible for any other expenses incurred by the participants in preparation for the trip (airline tickets, visas, immunizations, travel insurance, etc). PHF encourages all participants to purchase cancellation insurance through an outside vendor.

Insurance and Medical Policies

PHF does not provide any form of insurance to the participant. The participant must have a private medical insurance plan that includes coverage in Tanzania and emergency medical evacuation coverage. Proof of insurance must be provided to PHF prior to departure.

The participant acknowledges that the health information provided to PHF is comprehensive and accurate to the best of his/her knowledge. In the case of an emergency, PHF will make every effort to communicate with the emergency contact listed on the application. If PHF is unable to reach the emergency contact in a timely manner, PHF is authorized to consent on the participant's behalf to medical treatment deemed advisable by the physician or surgeon responsible for care. The participant agrees not to hold PHF responsible for actions relating to any such medical or emergency treatment.

In the course of volunteering participants may be asked to work outside in hot and humid conditions, or to walk over rough terrain on the campus site. Participants may also be exposed to diseases, severe climatic conditions, or other hardships consistent with traveling in a developing nation. The participant agrees not to hold PHF responsible for difficulties related to such exposure.

Non-Acceptance and Expulsion Policies

PHF reserves the right to refuse admission to or to expel anyone who, in the opinion of PHF or its agents, is a danger to the environment, him/herself, or others; who exhibits gross misconduct; or who is unable for any reason to safely or satisfactorily complete the program.

The participant realizes that s/he is a guest of the local community in Tanzania, and of PHS. S/he agrees to behave in a manner that is appropriate to that situation, and to follow all applicable rules, policies, and guidelines of PHF, the local country and community, and the U.S.

If the participant does not comply with the aforementioned laws, rules, regulations, policies, and guidelines, or does not act appropriately at all times, PHF has the authority to require the participant to leave the program and any PHF property immediately. In the unlikely event that this happens, PHF personnel have the participant's permission to discuss his/her situation and to release information concerning the participant to any person whom PHF believes would be advantageous or helpful to deal with the situation. If the participant is required to leave the local country and community, s/he will be provided with transportation to the appropriate airport or other means for departure.

Use of Likeness Policy

The participant acknowledges and agrees that in the course of volunteering, PHF may record the participant’s likeness or comments. The participant consents to the use of his/her likeness (including photographs, film, and video or any portion of such) and comments in any PHF-related manner, including promotional and fundraising materials, advertising, or other PHF presentations. The participant agrees that, in connection with such use, PHF may identify the participant by first name and state of residence. The participant releases PHF from any liability relating to this policy and recognizes that PHF will be the sole organization with access to these forms of media and will not sell them to any other organizations for use.

If the participant does not agree with this policy, and does not want PHF to use his/her likeness, s/he should initial here: _____

Responsibility Policy

By signing below, the participant agrees that s/he has read and understands that participation in a PHF program involves hazards and risks, foreseen and unforeseen, and that s/he agrees to assume those risks. Accordingly, the participant releases PHF (including all of its personnel agents, affiliates, staff, and directors) from any and all liabilities for claims of any type or description, including those with respect to any injury or losses, including personal injury, sickness, disease, or death or damage to person or property. This release does not apply to liabilities arising from gross negligence or wanton or reckless conduct by PHF or its representatives. Apart from that exception, this release applies to any and all liability for claims, of any type or description, of the participant.

Signature _____ Date _____

Printed Name _____