



# GLOBAL STUDENT SERVICES, USA, INC.

## HOMESTAY PROGRAM

TEL. 310-612-7663

WEBSITE: [www.global-student-service.com](http://www.global-student-service.com) EMAIL: [gssusa2001@protonmail.com](mailto:gssusa2001@protonmail.com)

Dear Applicant:

Thank you for considering **GLOBAL STUDENT SERVICES, USA, Inc.**, for your **HOMESTAY PROGRAM** services.

### TRAVELING NURSES - HOMESTAY PROGRAM APPLICATION

30 days (minimum) Homestay Required  
except where noted....please refer to our website or office.

Application Fee	\$300
Security Deposit (no pet)	\$100 with credit card on file \$250 if no credit card on file
Security Deposit (w/ pet)	\$250 with credit card on file \$400 no credit card on file

The application fee is non-refundable. You have a choice of homestay with a \*private/semi-private bathroom & location within \*5 miles (or less than 20 minutes commute by bus or train) of you work location. Airport pick-up is an additional fee (if required). Credit card (MasterCard, Visa, Discover or JCB), Int-1 Money Order or Cashier Check for application fee and security deposit must be submitted along with the application form.

**SIGNATURES REQUIRED ON PAGE 3**

**PRICES AND FEES SUBJECT TO CHANGE WITHOUT NOTICE**

### APPLICATION & AGREEMENT

Name and address of your work location: \_\_\_\_\_

Applicant's Name: Mr/Ms. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Family Name First Middle Date of Birth Age  
 Address \_\_\_\_\_  
 Street City State Postal Code Country Male \_\_\_\_\_ Female \_\_\_\_\_

Arrival Date \_\_\_\_\_ Airline \_\_\_\_\_ Arrival Time \_\_\_\_\_ am/pm Flight Number / Abbreviation \_\_\_\_\_

Length of Stay: \_\_\_\_\_ Weeks/Days Email Address (please write clearly) \_\_\_\_\_

Homestay Options: Please check preferences: \*Within \*5 miles of work \_\_\_\_\_ \*Semi/Private Bathroom desired \_\_\_\_\_

\*Additional fees apply. Availability not guaranteed....standard rates will apply if \*additional options are not available.

In order to help us plan for you and your host, will your work be completed in the length of time indicated or is there a possibility you might extend your homestay? Please choose one: Yes may extend \_\_\_\_\_ No definitely will not extend \_\_\_\_\_

\*Do you smoke? Yes \_\_\_\_\_ No \_\_\_\_\_ Do you have a car? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a pet? Yes \_\_\_\_\_ NO \_\_\_\_\_ If yes, what is your pet and how do you plan to care for it while you are away from the homestay?

Do you have any special requirements? \_\_\_\_\_

Do you have allergies to plants, animals, food or medications? If yes, please explain \_\_\_\_\_

Applicants initials are required. All items will be adhered to even if initials are not received. Initials are requested to ensure that you have read the following:

- 1) \*If you check off 'no' for smoking and it is discovered that you are a smoker, you may have to be transferred to another host family and you will have to pay a fee of \$200.00 for the new arrangements. Please initial here \_\_\_\_\_
- 2) If you are choosing the option with 2 meals daily, I understand that the host is responsible for providing (usually) breakfast and dinner. The host is not required to serve breakfast, but will have the food items available for you. You are responsible for purchasing your lunch items, snack foods, sodas, etc. You do not have full access to food items in the refrigerator or the kitchen cupboards without the permission of the host. Please initial here \_\_\_\_\_
- 3) Contracting on the side is a breach of this contract. Please refer to item #13 in the General Information and Conditions portion of the application. If you and the host contract between yourselves for homestay extension, you will forfeit the entire security deposit. Please initial here \_\_\_\_\_
- 4) It is understood that homestay and airport pick up services (if applicable) are for the applicant only. Please initial here \_\_\_\_\_
- 5) Our Homestay Program is your choice. If there is a problem with the arrangement during the course of our contract/agreement, there are changes or concerns, please bring them to our attention so that we can determine what action, if any, should be taken, in the best interest of you or the host. Please initial here \_\_\_\_\_
- 6) **The application fee and any customer convenience charges are non-refundable. The late booking fee, if applicable, is non-refundable. Airport pick up fee is non-refundable if cancelled less than 5 days prior to your arrival. By initialing here and signing below, I agree that I have read and agree to all terms as stated in the General Information and Conditions portion of the application, including, but not limited to, items # 1, 2, 5, 8 & 16.** Please initial here \_\_\_\_\_
- 7) Most of our communicates with you and/or your agent will be through email. So that you don't miss any important communications, due dates, etc, please check your email on a regular basis. Please respond as necessary to any email you may receive. Thank you! Please initial here \_\_\_\_\_

Please describe yourself: your personality, your family, your hobbies, what you like to do? This assists us in selecting a compatible host family.

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**Please provide us with a photo of yourself. You may email the correspondence with this application.**

How did you hear about Global Student Services, USA? \_\_\_\_\_

**GENERAL INFORMATION AND CONDITIONS:**

**GLOBAL STUDENT SERVICES, USA, Inc.** hereafter called **GLOBAL** is commissioned by you to act in your best interest as your Homestay Program agent.

*Our Homestay Program is your choice. If there is a problem with the arrangement during the course of our contract/agreement, if there are changes or concerns, please bring them to our attention so that we can determine what action, if any, should be taken, in the best interest of the student or the host.*

- 1) **APPLICATION:** To apply, please fill out the Application Form in full and send it to the GLOBAL office email with your payment of \$300 US. \$100-250 \*\*Security Deposit no pets. Security deposit \$250/\$400 with pet and \$300 non-refundable Application Fee. Your check must be drawn on a US bank and should be made payable to **GLOBAL STUDENT SERVICES, USA, Inc.** **DO NOT** delay in sending your application, if you cannot immediately send your payment. Just write a note stating that payment is on its way. It is suggested that you apply as early as possible to ensure confirmation of the host and preferences. Your reservation is not confirmed until payment in full has been received. If you apply with less than 15 days to your requested start date, we will process payment in full, including the Late Booking Fee of \$150\*\*, so that we can immediately begin the host selection procedure. **Please DO NOT USE UNITED STATES POSTAL SERVICE FOR ANY MAIL REQUIRING A SIGNATURE. REGULAR MAIL IS OK, BUT NO CERTIFIED OR REGISTERED PLEASE. PLEASE USE FEDEX, UPS, DHL, etc.**
- 2) **LATE BOOKING FEE:** *Placements requested within 72 hours of application submission; late booking fee, \$200. Late booking fees are non-refundable.*
- 3) **CONFIRMATION OF SELECTED HOST:** If the Application Form, Application Fee/Security Deposit and Host Services fees are received on or before 45 days prior to arrival, you will receive confirmation of your selected host approximately 3-4 weeks before you are scheduled to arrive. If GLOBAL does not receive the proper information and fees as stated previously, GLOBAL will inform you as soon as your host selection has been confirmed.
- 4) **HOSTS:** Are people or families selected for you, located conveniently to your work location, with a private, furnished bedroom.
- 5) **AIRPORT PICK-UP OR ALTERNATE TRANSPORTATION (if required):** Depending on your host's location from the airport and flight arrival information, either the host or GLOBAL will provide airport pick up or we will advise on shuttle service. This service is offered on arrival only. Additional fees apply. Airport pick up fee is non-refundable if the service is cancelled less than 5 days to arrival. It is your responsibility to make sure and confirm we have the correct flight information to ensure proper airport pick up.
- 6) **INSURANCE:** GLOBAL and its representatives are not liable for damages, injuries, and violations to people or goods, whenever these may occur. Each person is responsible for providing insurance for their own personal needs.
- 7) **CANCELLATION:** Cancellations must be in writing and received by GLOBAL at least 25 days prior to your start date in order to receive a refund (the application fee is non-refundable, please refer to item 16) as per the refund chart.
- 8) **JUDGEMENT:** Upon confirmation of the host, if you decide not to move in as scheduled, without giving an opportunity to get to know the host, **YOU WILL NOT BE PLACED IN WITH ANOTHER HOST and YOU WILL FORFEIT ALL FEES.** This is necessary to prevent applicant's from judging persons without taking the opportunity to get to know each other. You can not begin to know a person just by a profile or without giving them a chance. The hosts open their lives and hearts to you and the same is expected in return.
- 9) **START DATE:** In your confirmation, you are provided a start date (which was requested by you), if you postpone that start date without advising GLOBAL at least 7 days in advance, your dates of stay may not be changed and the host will be paid from the originally confirmed start date. Some exceptions apply.
- 10) **GLOBAL** reserves the right to terminate without compensation your homestay arrangement if you are found to have behaved with gross misconduct. Gross misconduct includes (but not limited to): theft, abuse of property, abuse of persons, disrespect of host, host rules and hosts home, alcohol and drug abuse, failure to adhere to local laws, property rules and regulations. No refunds whatsoever will be paid to persons who have been found to have behaved with gross misconduct.
- 11) **CHANGE OF HOST:** You may request a change in your host placement, with a valid reason (determined on a case by case basis), subject to availability of another host. GLOBAL will attempt to resolve any issues between you and the host prior to moving you. A minimum of 30-days notice is expected to the host, in most cases. A minimum change of host fee of \$100.00, maximum, \$125.00 may be charged for the first move. Subsequent changes of hosts arrangement are subject to a levy of \$150.00 administrative fee.

Print Name Here: \_\_\_\_\_ Thank you.

12) **HOMESTAY EXTENSIONS:** If you wish to extend your contract with our Homestay Program, all extensions must be directed through the GLOBAL office. The additional fees must be paid in advance and directly to GLOBAL. Payments are due 15 days in advance. Due dates and late payment fees will be provided on each invoice. Once the extension has been processed, there will be no refunds allowed. **Under no circumstances, may you and the host contract directly with one another. You will forfeit the security deposit and the host will be removed from our list permanently. NO EXCEPTIONS.** If you do not wish to extend in our Homestay Program, it is understood that you are to vacate the hosts home at the end of the terms of the Homestay contract.

13) **PRICES:** SUBJECT TO CHANGE WITHOUT NOTICE.

14) **SECURITY DEPOSIT:** A security deposit as stated in item #1 is to be collected from each applicant and will be retained by GLOBAL until the completion of your Homestay contract. The security deposit can and will be used for any outstanding bills, breakage/damage and/or cleaning costs incurred by you. To ensure return of the full amount, please be sure to settle all financial responsibilities with your hosts. Please make sure to contact the GLOBAL office with your forwarding address or to confirm credit card info. If you fail to provide this information to Global Student Services within 6 months of the departure date from your homestay, your deposit will be considered property of Global Student Services, USA, Inc, until such time you provide this information. Please be aware, that GLOBAL will not pay for any bank or currency exchange charges. These charges will be deducted from your **SECURITY DEPOSIT**. If there are additional damages/charges, incurred by you, these fees will be charged to your credit card on file, including customer convenience charges.

15) **REFUNDS:** If you cancel, after your placement is confirmed, there will be a \$500-\$1,000 retention fee.

17) **MODE OF PAYMENT: Bill Pay** (Please note, Payment must be RECEIVED in our office by due date to avoid late fees). **Cash** (Cash will be taken in our office only) **Check** (Check must be drawn on a US bank ) **\*Credit Card** (Visa, Master Cards & JCB. We will charge a \*FIVE PERCENT (5%) customer convenience charge on all NON-CASH and NON-CHECK transactions. **\*\*WIRE TRANSFER** We will charge a 3% customer convenience charge, with a minimum fee of \$25, maximum \$100. **WE STRONGLY SUGGEST PAYMENT BY WIRE TRANSFER, IT CAN SAVE YOU A SIGNIFICANT AMOUNT OF MONEY IN FEES.**

19) **WIRE TRANSFER:** Account information will be provided to you in your confirmation or if requested by email. A 3% customer convenience charge will apply to all transactions, with a minimum fee of \$25, maximum \$100, must be included in the wire transfer.

20) All returned checks will incur a charge of \$50.

**AGREEMENT AND RELEASE:**

20) I, the undersigned have read, understand and accept all the terms and conditions of this contract. I fully accept the terms of the responsibility, refunds, extensions and charges as stated under the heading, "General Information and Conditions," I indemnify GLOBAL STUDENT SERVICES, USA INC and its suppliers in the USA, and hold them harmless for any loss, injury, damage, accident, delay or expense resulting from events beyond our control, including (without limitation) acts of God, wars, strikes, incidents of politically motivated violence, sickness or quarantine, government restrictions or regulations, or in the absence of its own negligence, arising from the use of any vehicle from GLOBAL or selection of or from any act or omission by any host, bus company, taxi service, hotel, restaurant, school or other firm, agency, company or individual.

21) I understand that I am responsible for exercising due caution and common sense at all times, if I become ill GLOBAL or the host, may take action as it considers necessary. I indemnify GLOBAL, its agents and employees, and hold them harmless for any financial liability or obligation which I personally incur, or injury or damage to the person or property of others. GLOBAL reserves the right to make changes in my host service arrangements. I acknowledge acceptance of the terms of the refund policy as stated in the "General Information and Conditions". I authorize GLOBAL to disburse moneys to my host for services as described in our Homestay Agreement. I understand and agree with the extension procedure as stated in Item 13.

22) This agreement becomes effective upon execution of this confirmation.

*If payment is by means other than cash or check, please note item #18(regarding customer convenience charge) and please provide the following:*

**CREDIT CARD INFORMATION MANDATORY: Current (student or parent) credit card must be kept on file at all times to cover additional Host Service fees (incurred by remaining beyond any pre-paid final dates) or for any damages or bills incurred by the student that exceed the security deposit remaining on file. **\*\*If you do not have a credit card, the security deposit required will be \$250, refundable as stated above.****

PRINT YOUR NAME: \_\_\_\_\_

Cardholders Name: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_

Address as shown on statement \_\_\_\_\_ Zip Code \_\_\_\_\_

Expiration Date: \_\_\_\_\_ 3 digit code on back of card \_\_\_\_\_ **Cardholder's Signature:** \_\_\_\_\_

***I have read, understand and accept all the terms on pages 1, 2 & 3, which includes the General Information and Conditions and Agreement and Release, and agree to be bound therein.***

Applicant's Signature: X \_\_\_\_\_ Date: \_\_\_\_\_

*Global Student Services, USA, Inc does not discriminate on the basis of race, color, religion, gender, national origin, disability or sexual orientation.*

*Disclaimer: Global Student Services, USA, Inc is not a real estate agency or broker.*

*Global Student Services, USA, Inc does not negotiate any leases or rental agreements, nor do we have or provide rental listings.*