



244 Fifth Avenue, Suite A31, Manhattan, New York, N.Y., 10001, USA

[www.GAOTek.com](http://www.GAOTek.com)

Dear HR,

I hereby accept your offer of an internship position at GAO Tek Inc. (GAO) duly incorporated in Delaware, USA and with an office at the above address. I understand and agree that this agreement is the sole agreement between GAO and me and overwrites all prior communications.

I agree between the parties I am the primary beneficial of this internship relationship and this internship complies with The Fair Labor Standards Act (FLSA) of the USA:

<https://www.dol.gov/whd/regs/compliance/whdfs71.pdf>. And this unpaid internship is to help me to expand my knowledge and skills. And this unpaid internship is to help me to expand my knowledge and skills.

Based on the information provided to me and based on my situation, I understand and agree that pursuant to the FLSA

- This internship is unpaid.
- I or GAO may at any time in my or its sole discretion, terminate the internship without notice or cause. Possible causes for terminations include, but not limited to, my poor work performances or poor scores in training.
- I will obey the policies, rules and regulations of GAO and comply with GAO's business practices and procedures.
- The education/experience received by me from the internship is for my express benefit.
- This internship's duration is limited to the period in which the internship provides me with beneficial learning.
- My work shall complement, rather than displace, the work of paid employees and this internship provides significant educational benefits to me.
- GAO is not liable for injury sustained or health conditions that may arise during the course of the internship.
- Both parties understand that this internship is conducted without expectation or entitlement to an employment at the conclusion of the internship.

I will commit \_\_\_\_\_ hours per week, my anticipated starting date is \_\_\_\_\_, my anticipated completion date is \_\_\_\_\_. My completion date may be extended to \_\_\_\_\_ for this internship.

I agree that I will continue to post blogs provided by GAO for two more months after the above completion date. I will be provided by GAO no more than 5 blogs per week to post in my LinkedIn account. Such blogs are all about GAO's products, professional services or professional events.

After I successfully complete my internship, I will receive: (1) Two Training Certificates for two groups of skills I have been trained, (2) One Certificate of Internship, and (3) two recommendations on my LinkedIn profile. For clarification purpose, I shall not receive any of the above certificates or recommendations if my internship is terminated earlier by me or GAO for any reason or I fail to pass the evaluation or tests by GAO.



244 Fifth Avenue, Suite A31, Manhattan, New York, N.Y., 10001, USA

[www.GAOTek.com](http://www.GAOTek.com)

I agree that either party has the right to terminate this internship at any time and for any reasons. Such termination shall be my sole remedy if I am not interested in this internship, I cannot fulfil my commitments, or GAO breaches, is perceived to breach or threatens to breach above terms and conditions, including compliance of FLSA.

Terms and conditions in this section shall survive termination for any reason. The following applies during my internship as well as in the case I continue to work for GAO although such continuation was never promised, I agree that all intellectual properties, including but not limited to, copyrights, trade secrets, trademarks, patents, developed by me or together with others during working at GAO and/or its affiliates shall belong exclusively to GAO and/or its affiliates, and I hereby assign such intellectual properties exclusively to GAO and/or its affiliates. Immediately upon termination, for whatever reason, of my working relationship with GAO and/or its affiliates, I shall handover my work to my superiors and dedicated personnel at GAO and/or its affiliates in such a professional and responsible way that the responsible personnel have taken over my work. I shall delete all and any documents and information from or developed for GAO and/or its affiliates in my electronic devices, online accounts as well as printouts. I hereby guarantee and warrant that I shall never use such documents and/or information to benefit any persons other than GAO and/or its affiliates, and I shall maintain the confidentiality of all confidential information of GAO, including the contents of this agreement. I represent and warrant that I am permitted by relevant laws, such as immigration and employment laws, to perform the work of this internship. I understand during my work with GAO I may work with personnel of GAO's affiliated companies, and subject to the terms and conditions of this agreement I have rights to make a claim against GAO in case of dispute, however I shall not make any claim against its affiliates in any event and I shall indemnify its affiliates related to any of my claims.

I specifically agree to and acknowledge I assume all of the risks of participating in the internship program. In consideration of the opportunity afforded to me to participate in the internship program, I hereby agrees that my assignees, heirs, guardians, and legal representatives, will not make a claim against GAO or any of its affiliated organizations, or either their officers or directors collectively or individually, or any of its employees, for the injury to me or damage to my property, however caused, arising from my participation in the internship program.

I agree that the governing law of this agreement shall be the federal laws of the USA without regard to conflict of law principles. The jurisdiction shall be chosen by GAO at its sole discretion in case of dispute.

By signing below, I acknowledge that I have consented to participate in this internship.

My Name	Signing Date
Home Address	
Email:	Telephone:
Official Personal ID (Driver's License, Passport, Citizenship etc):	