



# Summer Work Travel Program

## SWT WALK-IN AGREEMENT

CSB International, Inc.  
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Please read carefully, sign and date where indicated.

I (first name) \_\_\_\_\_ (last name) \_\_\_\_\_, the undersigned, understand and agree:

1. The Walk-in option is available solely to those program participants who are nationals of the Visa Waiver Program countries. I am confirming that I am national of \_\_\_\_\_ (country name), which is a current participant in the Visa Waiver Program.
2. The Walk-in option allows me to enter the United States without a pre-arranged job. I further understand that I have 1 (one) week after arrival to find suitable employment on my own and submit a signed job offer to CSB, for verification. I may start working only after CSB has vetted (verified) and approved my new job offer, by contacting the employer. CSB will normally vet the job within 4 (four) days. Attention: if I start work in an unverified and unapproved job, CSB will "Terminate" my program and I will be required to return home within 48 (forty-eight) hours.
3. I do have sufficient financial resources to support myself during the period of search for employment. I must attach a proof of my financial resources with this present agreement, as a part of my application.
4. To find and secure new employment on time, I have carefully read the below leads provided to me by CSB. If I need assistance in securing employment, such as a letter of support/recommendation and/or leads, I must contact CSB immediately. I have acknowledged the eligible and prohibited job placements, as outlined in the program application agreement, #18, respectively #31.

### Finding employment leads:

- Walk-in applications: many businesses across the United States accept walk-in applications at anytime. This means that you can fill-in an application for employment by visiting in person the potential employers. Fast-food stores, restaurants, grocery stores, mall stores, hotels, gas stations, etc. are few employment sites that accept in person applications for their basic skills, entry level positions.

*Tips: be confident, polite and open minded, smile.*

- Websites: in many cases, the available jobs are being posted online. The most popular websites to find the available positions in a specific area are: [www.snagajob.com](http://www.snagajob.com), [www.simplyhired.com](http://www.simplyhired.com), [www.jobsonline.com](http://www.jobsonline.com), [www.jobsearch.com](http://www.jobsearch.com), [www.monster.com](http://www.monster.com)

*Tips: enter your zip code and a key word (for example, the position you are looking for such as server, etc.).*

- Apply online: many employers post their available positions on their own websites. For example, if you wish to apply for a fast-food restaurant, you may visit the official website for all available positions in your area.

*Tips: apply online, but follow up with a call or by visiting the potential employer in person.*

- Newspapers: the classified section of any newspaper is also a source for looking for available employment in your area.

*Tips: please use caution and common sense*

5. If I do not find any employment opportunities within 1 (one) week of my arrival in the United States, I must discuss my situation with CSB. If necessary, I must accept one of the employment positions offered by CSB (if available) or make arrangements to return back home. I will be responsible for my own transportation in either of the above cases and I must be able to live on my savings. If deemed appropriate, my program may be "Ended". If my program will be ended, I can still remain in the United States for additional 30 (thirty) days, as long as I return home on time for the first day of school.

6. Participants under the Walk-in option must secure their own housing and transportation for the duration of the program and they are responsible for all expenses associated with housing such as, but not limited to, deposit, rent, utilities, furniture, etc. CSB does not arrange or provide housing or transportation for the participants, but will actively assist if needed.

### Finding housing leads:

CSB always advises participants to arrive in groups of 2-4 to be able to temporarily share a hotel or a motel room for the first days after arrival in the United States. Alternatively, you may seek an established facility rather than an individual apartment owner. After arrival, you can then search in person for a permanent housing facility based on the below leads. Please always use caution and common sense.

- Hotels/Motels: [www.hotels.com](http://www.hotels.com), [www.extendedstayamerica.com](http://www.extendedstayamerica.com), [www.hiayh.org](http://www.hiayh.org)

Hotels and motels (less luxurious than hotels) range in price, from economical to deluxe. Please note that sometimes economical hotels and motels are not located in safe areas. Therefore always use a central location. Almost no hotel and motel include meals, but they do have restaurants located inside the property or nearby.

- Hostels: [www.hostels.com](http://www.hostels.com), [www.hihostels.co](http://www.hihostels.co), [www.ymca.int/ymca-hotels](http://www.ymca.int/ymca-hotels)

Hostels offer basic, shared accommodation for a short-term. They are very popular in the United States hence do book ahead. Another option, is youth hostels who do have a maximum length on an average of 3 (three) nights.

- Various Websites: [www.roommates.com](http://www.roommates.com), [www.rent.com](http://www.rent.com), [www.apartmentsearch.com](http://www.apartmentsearch.com), [www.easyyroommate.com](http://www.easyyroommate.com)

- Media: [www.unspl.com](http://www.unspl.com), [www.onlinenewspapers.com](http://www.onlinenewspapers.com)

- Local newsstands

- Local ads in supermarket, stores, etc.

### Participants should consider the following crucial aspects of finding housing:

- ✓ Budget – How much I can afford to pay, considering my income, deducting all the expected expenses?
- ✓ Lease – What is the length? If you have questions about the lease, you can call the city's Office of Landlord-tenant Affairs.
- ✓ Payment schedule – Is deposit needed? When and how much? When is the rent due?
- ✓ Utilities (heat, electricity, water, cooking gas, cable, Internet, etc.) – Are utilities included in the rent? If so, which?
- ✓ Safety of the place and neighborhood – Google Earth/Maps
- ✓ Proximity to work, stores, public transportation, recreation facilities, etc.
- ✓ Furnished or unfurnished

**Note:** Tips to avoid fraud: WikiHow - Avoiding Fraudulent Housing on Craigslist - [www.wikihow.com/Avoid-Scams-on-Craigslist](http://www.wikihow.com/Avoid-Scams-on-Craigslist)

Hotpads.Com – Avoiding Housing scams - [hotpads.com/pages/scams.htm](http://hotpads.com/pages/scams.htm)

ABC.COM TV Network – Avoiding online housing scams - [abclocal.go.com/wabc/story?section=news/local&id=7321117](http://abclocal.go.com/wabc/story?section=news/local&id=7321117)

Search which type of onsite transportation is available. We recommend that participants use one of the following means of transportation, depending on distance:

- Bicycle\* (please read the safety guidelines in your Participant Handbook)
- Public transportation (bus, trolley or metro)
- Transportation arranged by the employer (employee van)
- Taxi ride (share the ride with friends)

7. It is my responsibility to inform CSB about my arrival plans to the United States and about my housing information, with at least 15 (fifteen) days before I depart my home country.

Date of Arrival: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
month/day/year

Housing address: Street address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Housing Telephone No.: \_\_\_\_\_

Contact person in the US (if any): \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Summer Work Travel Participant (signature): \_\_\_\_\_ Date: \_\_\_\_\_  
month/day/year