## **INTERNSHIP SUPPORT AGREEMENT**

This Agreement is entered into on the date it is signed on the signature page by and between:

by and between.
BenCham China Limited (hereinafter referred to as "BenCham"),
AND
Last Name:
First Name:
Date of Birth:
Passport Number:
Mailing Address:

## **RECITALS**

(hereinafter referred to as the "Intern").

WHEREAS, BenCham provides a comprehensive Internship Matchmaking Service for Overseas students;

WHEREAS, the Intern wishes to utilize BenCham's services to secure an internship placement in China;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

#### 1. SERVICES PROVIDED

Upon receipt of the Internship Support Fee, BenCham agrees to provide the following services to the Intern:

- 1.1 **Intake Video Conference Call**: An initial consultation via video conference to discuss the Intern's goals, preferences, and expectations regarding the internship between both parties.
- 1.2 **Matchmaking**: Facilitating introductions and interview opportunities with multiple employers/internship placement companies within the BenCham network.
- 1.3 **Airport Pick-Up**: BenCham will arrange airport pick-up upon the Intern's arrival in China.
- 1.4 **Onboarding Process:** BenCham facilitates communication between the Intern and the host company during the onboarding process. Contracts are signed directly between the Intern and the company; the Chamber is not a party to the agreement.
- 1.5 **Support in China**: Continuous assistance during the internship, including help with accommodation registration, housing, SIM card and bank account setup, and visa.
- 1.6 **Access to Events**: Interns will be introduced to events and activities organized by the Chamber and its member companies, offering exposure to the local business network. Attendance is optional and subject to event conditions.
- 1.7 **Bootcamp Session**: BenCham provides a pre-departure webinar with practical information, followed by on-site support upon arrival to help the Intern settle in, including assistance with phone setup and other essentials. Furthermore, BenCham will organize a bootcamp day in the week of the suggested arrival dates.

#### 2. INTERNSHIP SUPPORT FEE

- 2.1 The Internship Support Fee for the services outlined in Section 1 is €599.00.
- 2.2 The Internship Support Fee is fully refundable if BenCham is unable to facilitate any potential internship intake calls with prospective employers.
- 2.3 The Internship Support Fee is non-refundable under all other circumstances.
- 2.4 The Internship Support Fee should be paid at the time of application submission through the following link: <a href="https://crm.intern2china.org/open.php">https://crm.intern2china.org/open.php</a>.
- 2.5 Only applicants who have paid the Internship Support Fee shall be contacted for further steps.
- 2.6 Applicants shall transfer the Internship Support Fee to the following bank account (please add your full name in the reference when making the transfer). If the student is not the payee of the internship support fee, please provide the payee information in the section at the bottom of this agreement.:

## **BENCHAM HK EUROPE ACCOUNT**

Account name: BENCHAM CHINA LIMITED

Account address: UNIT 1009, 77 MODY ROAD, TSIM SHA TSUI EAST,

KOWLOON, HONG KONG

IBAN: DE84202208000058813056

Bank name Banking Circle S.A.

Bank address MAXIMILIANSTR 54, Munchen, Germany

#### 3. TERMINATION AND REFUNDS

- 3.1 This Agreement may be terminated by the Intern in writing at any time. However, the Internship Support Fee will not be refunded except under the conditions stated in Section 2.2.
- 3.2 BenCham reserves the right to terminate this Agreement if the Intern breaches any terms or conditions outlined herein.

## 4. GOVERNING LAW

4.1 This Agreement shall be governed by and construed in accordance with the laws of the People's Republic of China.

## **5. ENTIRE AGREEMENT**

5.1 This Agreement constitutes the entire understanding between the parties concerning the subject matter hereof and supersedes all prior discussions, agreements, or understandings of any kind.

## 6. CONFIDENTIALITY AND INTELLECTUAL PROPERTY

6.1 **Confidentiality Obligations**: Both parties agree to maintain the confidentiality of any proprietary or confidential information disclosed during the internship.

## 7. DISPUTE RESOLUTION

- 7.1 **Mechanism**: In the event of a dispute, both parties agree to attempt to resolve the matter through mediation. If mediation is unsuccessful, the dispute shall be resolved through arbitration in Shanghai, China.
- 7.2 **Governing Jurisdiction**: The laws of the People's Republic of China shall govern any disputes arising under this Agreement.

# 8. FORCE MAJEURE

Neither party shall be held liable for any failure or delay in performance under this Agreement due to causes beyond its reasonable control, including but not limited to natural disasters, pandemics, or governmental actions.

#### 9. LIABILITY

BenCham acts solely as a facilitator and is not liable for any disputes, damages, or issues arising from the relationship between the Intern and the host company.

## **10. DATA PRIVACY**

BenCham processes the Intern's data in accordance with applicable data protection laws and will use such data solely to fulfil this Agreement.

## 11. PAYMENT TERMS

Payment must be made on time as specified in this Agreement. Failure to do so may result in denial of participation in the program.

# 12. COMMUNICATION

All communications related to this Agreement may be conducted electronically, including via email.

## 13. AMENDMENTS

Any amendments to this Agreement must be made in writing and signed by both parties.

## **14. SIGNATURES**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

For BenCham China Lim	ited		
Signature:			
Name:			
Position:			
Date:			
For the Intern			
Signature:			
Name:			
Date:			
For the Payee (name and the outgoing payment):	d signature o	of the bank accou	nt holder issuing
Signature:			
Name:			
Date:			