

## RECRUITMENT / SERVICE AGREEMENT

Between NAME OF COMPANY of OFFICE ADDRESS, hereinafter referred to as the Principal and **ANGLO EUROPEAN SERVICES, INC.** of 4740-C Solchuaga St., Makati City

Do hereby mutually agree to the following:

1. The agent shall supply Philippine Labor and other skilled workers as and when requested by the principal.
2. The principal will endeavor to give the agent sufficient notice of such requisition so that the processing can be attended to, and the contract worker can be dispatch at the time requested by the principal.
3. The agent shall arrange for pre-engagement medical examination of all contracted men and shall undertake to engage only those medical examination has proved satisfactory.
4. The agent shall do the utmost to supply duly qualified and competent workers for the principal. Trade test to be given to each worker upon the request by the principal.
5. The principal upon placement of his job orders shall lay-out in details his specific qualifications for every worker.
6. The agent shall do the best effort to complete the processing of travel documents as soon as possible after selection of candidates and required documents from the principal is approved with POEA/Philippine Labor Dept.
7. The agent shall execute the contacted man's employment contract.
8. The agent is responsible to see the contacted men off at the Airport and provide them with all the necessary assistance to enable them to reach their destination.
9. The agency/service fee, recruitment/processing and documentation cost is USD \_\_\_\_\_ per worker. The principal shall remit payment to the agent once selection of candidates is completed and upon notification of the agent that workers are ready to depart.
10. The principal agrees to send the PTA Ticket upon notification by the agent that Labor Clearance has been secured and visa is ready.
11. The agent shall arrange place advertisement as and when necessary.
12. The principal shall provide free accommodation for the Contract Workers and further provide them with proper facilities and laundry purposes.

13. The principal shall provide free medical treatment to the workers and shall be covered with life and accident insurance plan. In case of prolonged illness or serious injury, the principal reserves the right to repatriate the worker to the Philippines.
14. The principal further agrees to provide agent with Special Power Attorney other required legal documents in order to carry out recruitment and processing of contract workers with Philippine Overseas Employment Administration (POEA), Department of Labor, and other pertinent government offices.
15. This agreement shall at all times be governed and construed by the laws of the United Arab Emirates or Labor Laws of the Philippines.
16. This agreement shall commence on \_\_\_\_\_ and shall remain in force for two (2) years renewable.

**NAME OF COMPANY**

**ANGLO EUROPEAN SERVICES,  
INC.**

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**AUTHORIZED SIGNATORY**

\_\_\_\_\_  
**GILBERT C. ARCILLA**  
President

**WITNESSES**

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