

## **1. General**

**1.1** The Terms and Conditions of ValenciaStage apply to all agreements between students and other parties.

**1.2** If any ambiguity exists regarding the content of these Terms and Conditions, it is important that the student indicates this before the registration form is sent. By sending the registration form, the student confirms his/her agreement with the Terms and Conditions of ValenciaStage.

## **2. Our Service**

**2.1** ValenciaStage serves as an intermediary agency that seeks to bring together supply and demand, although agreements are made directly between the applicant (student) and the provider (internship company). We strive to find the perfect match in addition to providing support for all other needs, such as internship tips, housing, transportation, NIE number, and so on. ValenciaStage is not liable for the proper fulfillment of the agreements described in agreements between the student and the internship company, but we are always willing to help if things do not go as hoped or desired.

## **3. Definitions**

<b>Service(s):</b>	Internship mediation, housing mediation, transportation mediation, mediation in other important matters for the student.
<b>ValenciaStage:</b>	ValenciaStage mediates between the student and the internship company. More information about ValenciaStage can be found at <a href="https://valenciastage.nl/">https://valenciastage.nl/</a> .
<b>Client:</b>	Student, intern, employee.
<b>Student / Intern:</b>	A person who is enrolled as a student at a particular education in the Netherlands and has applied to ValenciaStage for internship mediation.
<b>Internship supervisor:</b>	A person working within an internship company who will supervise the student during the internship period.
<b>Internship:</b>	A part of the student's education, in which he or she can gain practical experience within a company.
<b>Internship company:</b>	The company where the student will do an internship.
<b>Internship vacancy:</b>	Unfilled internship position within an internship company.
<b>Match:</b>	When the student, the internship company and the internship supervisor of the school reach an agreement.
<b>Agreement:</b>	An agreement made and confirmed in writing with a signature.
<b>Internship agreement:</b>	The agreement that is made between the student, the internship company and possibly the educational institution where the student is enrolled.

#### **4. Procedure**

**4.1** ValenciaStage works with an application form. When students contact us, they will first be asked to complete this application form and send it to us together with an English CV. This is optional and free of charge. Then we will discuss the student's requirements. This is done by email, WhatsApp or Teams. Once everything is clear, ValenciaStage will start looking for a suitable internship. If the student indicates possible interest in the internship, an online appointment between the student and the company will follow. ValenciaStage will support the student in preparation for this interview. When the student, the internship company and the educational institution approve the internship, we speak of a match.

#### **5. The assignment**

**5.1** The student instructs ValenciaStage to mediate in the establishment of an internship agreement between the student and an internship company. In doing so, ValenciaStage will also provide support before and during the student's internship.

**5.2** The parties do not enter into a contract of assignment with each other. ValenciaStage mediates but ultimately the student and the internship company will have to discuss independently how the internship agreement will be designed. Also, the student will have to sign the internship agreement independently. ValenciaStage serves only as advisor and supervisor.

**5.3** ValenciaStage has no obligation of effort and no obligation of result. Sending the application form is non-binding and free of charge, but this also means that ValenciaStage can ignore or reject the assignment without giving reasons.

**5.4** When the student, the internship company and the educational institution approve the internship, we speak of a match and the student must transfer the one-time amount of €299,- (incl. VAT) to the bank account of ValenciaStage.

**5.5** After the student has signed the internship agreement, and transferred the amount of €299,- (incl. VAT), it is not possible to get a refund. The main task of ValenciaStage is to find a suitable internship for the student and for this task the amount of €299,- (incl. VAT) will be charged.

#### **6. Price**

**6.1** The one-time price for arranging an internship by ValenciaStage is €299,- (incl. VAT).

**6.2** The student must pay the amount when we speak of a match. Earlier is not necessary.

#### **7. Payment term**

**7.1** ValenciaStage uses a payment term of 14 days from invoice date.

**7.2** The full amount of €299,- (incl. VAT) must be transferred by a single transaction within 14 days from the invoice date.

## **8. The internship agreement**

**8.1** ValenciaStage supports both the student and the internship company during the process of signing the internship agreement. However, ValenciaStage is not responsible for the content, possible consequences and possible changes to the agreement. These responsibilities lie entirely with the student and the internship company.

**8.2** If a situation arises that is beyond the control of both the student and ValenciaStage, ValenciaStage will provide support and look for a new suitable internship if required. Under no circumstances will ValenciaStage provide a refund. Examples of situations that may occur beyond the control of both the student and ValenciaStage are:

- The internship company goes bankrupt;
- The internship company decides to terminate the contract unexpectedly;
- The internship company does not fulfill the terms of the contract;
- The internship company moves to another location.

**8.3** ValenciaStage cannot be held liable for agreements and/or changes in the internship agreement.

## **9. Privacy**

**9.1** The information obtained from students and other stakeholders will only be used for mediation purposes. ValenciaStage will ensure that only necessary information is collected that is important for the search for a suitable internship. Data will not be provided to third parties.

**9.2** ValenciaStage is not responsible for unwanted use of the data by the parties involved in the mediation. This includes (but is not limited to) sharing data with third parties or using the data for a purpose other than filling the internship position or vacancy.

## **10. ValenciaStage**

**10.1** ValenciaStage is a facilitation agency. The one-time fee of €299,- (incl. VAT) consists only of mediating an internship. In addition to mediation, ValenciaStage offers help and advice as an additional, free, service.

**10.2** ValenciaStage is never responsible or liable for problems, unexpected situations, agreements or dissatisfaction. ValenciaStage may offer help and advice when a student requests it, both before and during the internship. However, ValenciaStage has no obligation of effort or result.

**10.3** ValenciaStage is not liable for any costs or other damages if the match turns out not to be the right one. This applies to both the student and the internship company.

**10.4** ValenciaStage is not liable if a student or the internship company fails to meet some or all of their commitments.

**10.5** ValenciaStage has no obligation of effort or result when the student or the internship company contacts ValenciaStage for any reason.

**10.6** ValenciaStage is not liable for force majeure.

**10.7** ValenciaStage cannot be held liable under any circumstances and at any time by the student, the internship company and other parties. ValenciaStage only provides a suggestion for a suitable internship, and it is up to the student and the internship company to investigate whether they are a suitable match for each other.