

**CCUSA** 901 E Street, Suite 300 San Rafael, CA 94901 T [415] 339-2740 F [415] 339-2744 E camps@ccusa.com W www.ccusa.com

## **2017 RETURNEE INVITATION**

This is an official guarantee of employment for the following staff member. It may be typed and saved using Adobe Reader or printed and signed by hand.

Once complete, the staff member may begin their CCUSA application. To finalize the application, an official contract must be signed by both parties. The contract should cover:

- start and end dates
- salary (including any deductions)
- time off policies
- job description
- · room and board policies
- weekly average working hours

## **Participant Information**

| Participant Name:  | Country:  |
|--|-----------|
| Email:   | Phone:    |
| Note: If you are unsure of start date, end date or position, please leave blank.                         |           |
| Start date:  | End date: |
| Position:  |           |
| Camp Information   |           |
| Camp Name:   |           |
| Camp Contact Person:   |           |
| Email:   | Phone:    |
| If submitting this form electronically (emailing form) check the box below as an alternative to signing. |           |
| Camp Representative Signature  | Date      |
| Participant Signature  | Date      |
|  |           |

Once this form is signed by both the camp representative and participant, please submit to your local CCUSA office or email to camps@ccusa.com.