

***Terms and Conditions***

You are expected to fulfill the entire period of time with THE HOUSE OF RADHA LTD that was agreed by both parties at the interview agreement stage. In event of your circumstances changing, you are required to give a minimum of 14 days notice from when you have accepted the offer. We reserve the right to not recognise your contribution and refusing any accreditation, certificate and providing a reference if any fee remains outstanding or you have not followed the terms and conditions.

Please be aware that by signing this form you agree to a strict NON disclosure policy for which you are obliged to keep all information confidential and forbidden to reveal any detail of work carried out to third parties at any given time which includes verbal, written and visual material you may be in contact with.

The Industry placement is an unpaid 4 week placement working for THE HOUSE OF RADHA LTD through the membership packages. We will require you to pay a fee of £25 for the admissions and application process that will be done at the start once you have completed the application form and are ready to submit it to us.

A link will be sent by THE HOUSE OF RADHA LTD via email and that will take you straight to the website to make the payment to us. You will then receive a confirmation from us and then you will be ready to commence your Industry Placement with us on the date confirmed with the Creative Director. You must be 18+ and in a full time or part time programme at a Higher Educational Institution or coming through one of our educational partner Institutions.

If you are applying for the membership package that includes an Industry Placement for 4 weeks and a 3 month freelance role then you will have to be registered to cover your own Tax and NI costs as a soul trader or freelancer. This is a commission based role so you will need to keep records that will be submitted to the Creative Director on a weekly basis. Also appropriate insurance i.e public liability insurance or business insurance as you will be trading as a freelancer or soul trader. You will also be provided with a legal freelance contract to read and sign, once the application process has been approved and references have been cleared. This will complete the process for a start date to be arranged to commence working with us.

#### I declare that the information I have supplied on and with this form is complete and correct. I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation admission of my membership. I have read and understood and agree to abide by the terms and conditions of the THE HOUSE OF RADHA LTD. If you have any questions please don’t hesitate to contact us at contact@thehouseofradha.co.uk

####  [www.thehouseofradha.co.uk/terms](http://www.thehouseofradha.co.uk/terms) and agree to; abide by the Cancellation and Refund policy and to pay all tuition and sundry expense fees as they become due.