



ENGAGEMENT LETTER FOR WORK OVERSEAS OR ABROAD

For Work Overseas or Abroad Services

Date: _____

Client Name: _____

Address: _____

1. Introduction

We are delighted to welcome you to **WiMAGE International**, where we specialize in assisting individuals in securing employment opportunities abroad. This engagement letter outlines the terms and conditions for the services provided by **WiMAGE International** to help you work overseas in your desired country. We are committed to ensuring a seamless and stress-free transition for you throughout the entire process.

2. Scope of Services

The following services will be provided under this engagement:

- Initial consultation to understand your qualifications and job preferences.
- Job matching and search based on your skills, experience, and chosen destination.
- Assistance with the preparation of your job application, including resume/CV and cover letter review.
- Guidance through the interview process with potential employers.
- Visa and work permit application support.
- Pre-departure orientation, including information on living and working abroad.
- Post-arrival assistance, including follow-up support for job placement and visa renewals, if necessary.

3. Client Responsibilities

You agree to provide all necessary documentation and information in a timely manner, including your resume/CV, educational qualifications, employment history, and any other supporting materials required for job applications and visa processes.

You will also be responsible for attending interviews, adhering to the timelines provided, and completing any additional requirements requested by potential employers or authorities.

4. Fees and Payment Terms

Our fees for the services outlined are **USD 3,000**, payable as follows:

- **50%** upon acceptance of the service, to begin the job search, application process, and visa assistance.
- **50%** upon securing employment and completing visa approval, before your departure.

Additionally, you are responsible for any direct costs related to your overseas employment, including but not limited to:

- Airfare or travel expenses to the country of employment.
- Accommodation costs while living abroad.
- Living expenses such as food, transport, and other daily costs.
- Health insurance and other essential coverage required by the host country.
- Work permit fees and any visa-related costs.

Additional fees may apply for extra services, which will be communicated in advance.

5. Termination

Either party may terminate this agreement by providing **30 days'** notice in writing. Termination does not waive the obligation to pay for services already rendered.

6. Confidentiality

We will keep your personal information confidential, and you agree not to disclose any sensitive information pertaining to your application without our prior consent.

7. Governing Law

This agreement will be governed by the laws of Malaysia and destination country.



**WORLDWIDE MULTINATIONAL AGENCY
AND GLOBAL ENTERPRISE**

"Your Global journey starts here"

8. Acceptance

Please confirm your acceptance of this engagement by signing below and returning a copy to us. Should you have any questions or require further clarification, feel free to contact us.

We look forward to working with you and helping you achieve your career goals abroad.

Sincerely,

WIMAGE International

+6011 2848 7853

Client Acknowledgement

I, _____ accept the terms outlined in this engagement letter.

Signature: _____

Date: _____
