

## AGENCY AGREEMENT

On this \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_ it is agreed between M/s. AL Sadeed Bureau Group, D12, Pioneer Heritage Residency 1, Daulat Nagar, S.V. Road, Sane Guruji Rd, Vidyalaya, Santacruz West, Mumbai, Maharashtra 400054, (India) With Reg. No. B-1809/MUM/PER/1000+/5/10157/2022 and

M/s. represented by  
Mr. \_\_\_\_\_

1. That M/s. \_\_\_\_\_ the client hereby agrees to appoint AL Sadeed Bureau Group who are the Government approved recruiting agents on their authorized agents in India for the recruitment of personnel from India for their project in \_\_\_\_\_
2. AL Sadeed Bureau Group shall send the required personnel of the earliest possible time and strictly according to the merit, qualification and experiences required by the client on terms and conditions as laid down in demand letter.
3. That the client shall pay To and Fro air tickets to the personnel recruited by AL Sadeed Bureau Group according to the demand of the client.
4. That the amount of tickets be remitted to AL Sadeed Bureau Group before the departure of personnel.
5. That the client shall pay the return air tickets for all personnel at the end of the contracted period from zone of operation to India.
6. AL Sadeed Bureau Group shall arrange interview and Trade test of all the personnel and after complete satisfaction, shall recruit from, if so desired by the client AL Sadeed Bureau Group can arrange interview and tests in the presence of a representative at the client in India.
7. AL Sadeed Bureau Group shall not accept any service charge in any form from the candidates.
8. AL Sadeed Bureau Group shall furnish a complete medical examination and Xray reports from a qualified doctor for each person showing that he is a good health and free from all infectious diseases.
9. That the client shall pay to AL Sadeed Bureau Group a sum of ₹/\$+/US \$/Dhrms in \_\_\_\_\_ agency commission for each person recruited by form. The agency commission is inclusive of all expenses.  
\_\_\_\_\_ namely Visa free, registration fee, Emigration Fee, Insurance, arrangements for interviews and all other incidental charges.
10. The amount of ₹/\$+/US \$/Dhrms \_\_\_\_\_ shall be paid to AL Sadeed Bureau Group immediately, on arrival of the personnel in the zone of operation. If any person is found not capable of doing the job for which he is selected, such person shall be replaced free of charge within one month from the date of arrival on the job site. If however, the personnel is tested and selected by the authorized representative of the client, from replacement will not be the responsibility of AL Sadeed Bureau Group. A replacement also shall be supplied by the client if no replacement is required, such person will be sent back and air passage paid by the AL Sadeed Bureau Group.
11. That in case of any dispute between the two parties the same shall be settled mutually / amicably or referred to for arbitration according to the rules of the International Chamber of Commerce.

In Witness whereof we have executed this arrangement of this \_\_\_\_\_ day of \_\_\_\_\_

Witness

1. Official Seal and Signature of the Client

2. Official Seal and Signature of AL  
Sadeed Bureau Group