

Work Exchange (WEX) Commitment and Cancellation Policy

Awake's Work Exchange (WEX) Program is a foundational way to enjoy our community lifestyle while covering a large portion of the cost of staying here. This is where you can feel what it's like to live in our thriving community and retreat center, while learning or enhancing important skills.

You may be placed in one or more departments to work during your commitment: Event Production, Gourmet Vegan Kitchen, Marketing & Media, Community Organization & Development, Guest Care & Accommodations, Gardening & Land Stewardship, Teaching Spanish, or others. While we consider your preferences, you will be placed where Awake determines your service is most needed.

The Commitment:

- 20 hours of work each week
- Minimum 4 consecutive weeks
- Payment of \$9 USD per day
- Inclusion of shared accommodation.
- Inclusion of \$25 credit to eat two healthy meals per day in our cafe. Credit is non-transferable and non-refundable.
- Join 5am or 5pm Silent Sitting minimum 3 times per week
- Work Exchangers receive discounts on many workshops.
- Plastic-free WEX kitchen. Your personal food items will be stored only in tupperwares, jars and paper bags.
- Leave no trace. When you leave, your bunk or camping and kitchen areas are free of physical objects or damage.
- WEX deposit of \$150, which we will refund after we see that you followed this commitment in full.
- In case you choose not to follow your commitment in full, you'll not have your deposit back. See below.

When you are accepted into the Work Exchange Program, we ask for a deposit of \$150, which secures your dates once they are confirmed. If we see that you have fulfilled your commitment in full, you will receive the deposit back on the payment method from which you paid within 5-10 business days after your check out. Any agreed hours not worked will be deducted from the deposit at \$15 USD per hour. There will be a \$50 USD cleaning fee if you leave any trace (physical objects) in your bunk, camping or kitchen area. If you are responsible for any physical damage at Awake outside of normal wear and tear, that will be deducted from your deposit, as well.

Before your first night at Awake, you will pay your first 30 days (\$9 x 30 days = \$270) in advance. After the first two weeks, you and Awake will mutually decide on commitments beyond the first 30 days. If an extension is agreed upon, prompt payment of \$9/day for the extension period is requested.

The Cancellation Policy:

If you cancel your participation in the WEX program:

1. *More than 60 days before your start date:*
 - **25% cancellation fee** from your deposit. The remaining amount of your deposit (minus the cancellation fee) will be refunded to the payment method from which you paid.
2. *Within 31 – 60 days before your start date:*
 - **40% cancellation fee** from your deposit. The remaining amount of your deposit (minus the cancellation fee) will be refunded to the payment method from which you paid.
3. *Within 15 – 30 days before your start date:*
 - **60% cancellation fee** from your deposit. The remaining amount of your deposit (minus the cancellation fee) will be refunded to the payment method from which you paid.
4. *Within the 14 days before your start date, after you join the program, and/or if you decide to leave earlier than the agreed commitment:*
 - There is **no deposit nor daily cost refund and no credit given.**