



**Application Processing, Recruiting, Consulting, and
Line-Item Selection Only**

RE: Application, Processing, Recruiting, Consulting, and Line-Item Selection Only

This quote is for the application, processing of forms ETA 750, 790, and supplements, recruiting, consulting, and line item selection only.

Our rate for submitting the ETA 750, 790, and supplements is \$_____ per worker (a minimum of \$_____). We ask for \$_____ per worker up front, \$_____ per worker when they arrive to your farm and the remaining balance of \$_____ per worker within 30 days of arrival. This is assuming you have your own housing and you will do your own payroll and worker's comp. You will be responsible for compliance issues related to H-2A, MSPA, and any STATE or COUNTY Regulations. We will give you a detailed list of all procedures, rules, and regulations, and a toll free number to call our office for any questions you may need.

We will assist you with recruiting through our offices in Mexico. We are incorporated in Mexico and have all the necessary permits and licenses. We maintain a large database of agricultural workers you may select from, however it is our belief that your best workers are those who have worked for you in the past or those who are referred by former workers.

Additional charges for extra services provided by H2AUSA management will be billed at the following rate: 1. \$40.00 per hour plus travel expenses (*may be prorated between other growers*); 2. \$20.00 per hour for H2AUSA field personnel (*for medical related services*); 3. \$0.50 per mile (*for medical related services*); 4. Any medical related expenses customer elects to pay. The \$_____ per worker is all you pay to us and in return, we will give you access to everything we know about H-2A. There are other costs you will incur but these expenses will not be paid to us. The workers must obtain a passport at the cost of *approximately* \$50 paid to the Mexican Government. There is also an application fee of *approximately* \$110 and a visa fee of *approximately* \$100 paid to the U.S. Consulate. An additional fee of *approximately* \$8 - \$10 paid at the border to U.S. Customs.

The only other cost is the transportation from the workers hometown to your farm. That normally runs from *approximately* \$150 - \$225 per worker, depending on where they come from. We encourage the workers to pay these fees although you have to reimburse them later. We will, throughout the season, answer any questions you may have and provide numerous forms we have developed to help manage the H-2A program.

Sincerely,

Mike Nobles



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The services that we provide at the rate of \$ _____ per worker include:

1. Complete and Process ETA Forms 750, 790, and Supplements.
2. Once housing is approved by SWA and the Health Department, they will forward it to the NPC.
3. Once certification is approved by NPC, the case is forwarded to USCIS (United States Citizenship and Immigration Services).
4. Once approved by USCIS forward to Consulate.
5. Set appointment with Consulate.
6. Recruit workers. (With your help)
7. Do pre-interview with workers.
8. Make payment to Consulate for application processing. (Will not take payments from workers, we will pay and bill you)
9. Make payment to Consulate for visa processing. (Will not take payments from workers, we will pay and bill you.)
10. Bring workers to border to get I-94 stamped.
11. Transport the workers to the farm. (We will find the lowest rate and bill to you.)

The services that you provide:

If you want us to help you with any of the line items listed below, we will, but there will be an additional fee.

1. Find Housing. If workers are housed off farm, you must transport them to and from work each day. You must have DOT inspected vehicle(s) and a licensed farm labor driver before we can submit your application.
2. Meet with STATE and COUNTY housing inspectors to get housing approved.
3. Make sure housing is ready for workers before they arrive.
4. Take workers to get Social Security number.
5. Manage compliance of all aspects of the H-2A, *MSPA, and any State or County Regulations. We will do the compliance monitoring for 1% of the gross payroll plus expenses.
6. Handle payroll, worker's comp., and related issues.
***H-2A specifically excludes MSPA however; we match MSPA standards where applicable**



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RECRUITING

Recruiting is the most important part of the process. After twenty years, we have developed a recruiting system that produces 75% to 80% retention the first year and 85% to 90% by the third year. Last year with our H-2A workers, 85% of our workers made more money by the piece than by the hour (not bad). We go to the area where crops grow to recruit agriculture workers. We are incorporated in Mexico and have all the necessary permits and licenses to do recruiting. We do not just bring you bodies; we are working for long-term relationships. Hardworking, stable, and experienced workers who return year after year are necessary to make that happen. **Recruiting is job one!**



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Application Processing and Approval Timeframe

On average, H-2A workers take from 90 to 120 days to get here from the time you sign the Contract. We have listed below the general timeframe for each stage of the process.

- 10 – 20 days to get State Employment Approval
- 15 – 30 days to get U.S. Department of Labor Approval
- 21 – 45 days to get Federal USCIS (United States Citizen and Immigration Services) Approval
- 1 – 3 days processing by our Agent in Mexico
- 5 – 30 days to get Approval at the American Consulate in Mexico after getting approval from USCIS (United States Citizen and Immigration Services)
- 10 – 30 days to find housing and get a lease agreement (If Applicable)
- 3 – 5 days processing at the Consulate
- 1 – 5 days travel to your business from Consulate

Minimum Time Frame	Estimated Maximum Time Frame
66 days Min	168 + days Max

CUSTOMER SIGNATURE

DATE

H2AUSA SIGNATURE

DATE