



Required Documents Needed from Host Organizations

Date: _____

Host Organization Name: _____

Contact Person: _____

Email Address: _____ Phone #: _____

1. Fully executed HO Application
2. W-9
3. Copy of Business License
4. Worker's Comp Certificate
5. W/T Participation Agreement
6. Intern Participation Agreement
7. Trainee Participation Agreement
8. Vetting Documents – if new Host Organization
9. Training Acknowledgement