



Internship Offer Letter

August 10, 2016

Universal Processing LLC
9999 Bellaire Blvd #900
Houston, TX 77036

Re: Internship Offer

Dear Christina Liu:

We are pleased to offer you an internship with Universal Processing LLC. This is an educational internship. Our goal is for you to learn more about the business in Global Marketing and Human Resources.

As a Recruitment & Business Assistant, you will report to Yang Li, the director of Houston office. For this internship, your primary duties will include global marketing research for the company, interact with international job seekers, contact call center oversea for operation support and communicate with the advertisers in Asia.

You will begin your internship with the Company on August 17, 2016 and will be work 30 hours per week. You will be paid \$15.00 per hour less all applicable taxes and withholdings. As an intern, you will not receive any of the employee benefits that regular Company employee receive, including, but not limited to, health insurance, vacation or sick pay. Your assignment will conclude on December 17, 2016.

Please review, sign and return to confirm acceptance, no later than close of business on August 15, 2016.

Congratulations and welcome to the team!

Sincerely,

Yang Li

A handwritten signature in black ink, appearing to be 'Yang Li'.

I accept the above offer, and will begin on August 17, 2016

A handwritten signature in black ink, appearing to be 'Christina Liu'.

Signature

8/15/16

Date