

✓ NOV 28 2018



## RELOCATION BENEFIT AGREEMENT

Scott Lee 117708

I understand that the City of Colorado Springs has agreed to reimburse me interview expenses and pay me a relocation benefit according to the following terms and conditions:

The City of Colorado Springs will provide me a relocation benefit of \$10,000 <sup>MVT</sup>. I understand that that I will not receive any additional reimbursement for any additional relocation expenses incurred above this amount.

The relocation benefit will be paid on the next available paycheck and applicable taxes will be withheld.

*I understand that the relocation benefit is subject to taxation as identified by the IRS guidelines, and that I may want to consult with my tax preparer for questions.*

I understand that if I am no longer employed by the City of Colorado Springs, within 24 calendar months of my start date, then a prorated repayment for reimbursed expenses must be repaid to the City.

**I expressly authorize the City of Colorado Springs to deduct any amount due to the City of Colorado Springs from any paycheck(s) including, but not limited to, my final paycheck.**

*Kimberly Bingman*  
\_\_\_\_\_  
Human Resources Approval 11/26/2018  
(Required prior to extending offer to candidate) Date

*Julie Lafitte*  
\_\_\_\_\_  
Employee Signature 11/27/2018  
Date

*Julie Lafitte*  
\_\_\_\_\_  
Manager Signature 11/27/2018  
Date