



## Search Agreement Proposal

April 29<sup>th</sup>, 2024

To: The Village of Kronenwetter  
From: Kari Schwingle

Thank you for selecting Express Employment Professionals to provide The Village of Kronenwetter with strategic staffing solutions. The following confirms our discussion and sets forth the terms of our agreement for positions.

### PLACEMENT FEE AND GUARANTEE

The Village of Kronenwetter agrees to pay a placement fee to Express Employment Professionals in the amount of (please select one):

- Option A: 25% of candidate’s estimated total first year compensation in (1) payment. In the event the employment of a candidate referred to The Village of Kronenwetter under this agreement lasts less than 60 calendar days, and provided that all fees relating to such referral have been paid, **Express Employment will replace 1 candidate at no additional cost.**
- Option B: 22% of candidates estimated total first year compensation paid in (2) installments.
  - First installment: 50% of fee on 1<sup>st</sup> day of hire
  - Second installment: 50% of fee day 30 from start date
 Should the candidate be terminated or for any reason no longer be employed by Company, payments will cease. **No replacement guarantee.**

### PAYMENT TERMS

The Village of Kronenwetter agrees to pay all placement fees within 10 days after receipt of invoice. Interest of 1% per month will be charged on unpaid fees more than 30 days past due. The Village of Kronenwetter to reimburse Express Employment Professionals for all reasonable costs of collection, including attorney fees.

### POLICIES

The Village of Kronenwetter will be obligated to pay such fee whenever a candidate referred to The Village of Kronenwetter by Express Employment is hired, directly or indirectly, for any position, as an employee, consultant, or independent contractor, by Express Employment, its affiliates, parents, or subsidiaries, within 12 months of most recent activity on behalf of that candidate by Express Employment.

**DISCLAIMER:** Express Employment does not guarantee the performance of any candidate and disclaims any responsibility for claim, loss, or liability as a result of a candidate’s acts or omissions. Express Employment urges The Village of Kronenwetter to conduct such investigations, as it deems necessary to verify candidate information or to obtain such other information, as it may deem relevant. **NON-DISCRIMINATION:** Express Employment does not discriminate in referrals, or consent to discrimination by its clients, against any candidate on the basis of age, race, color, religion, disability, sex, national origin, or veteran status.

### I HAVE READ, AGREE WITH, AND APPROVE THE ABOVE TERMS AND CONDITIONS

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Client Signature

\_\_\_\_\_  
Date