# Agreement for Receipt of Recruitment or Retention Pay

As a condition of receiving **recruitment** or **retention** pay in the amount of $_____,

I, _____ , agree to continue employment with the
(Employee First and Last Name)

Iowa Department of _____for _____ months.

## Select Method of Payment

☐ **Lump Sum Payment**

- In the event I am discharged or voluntarily leave employment with the Department prior to the expiration of the months for any reason, I will repay the above amount to the Department, prorated by dividing the amount received, $_____, by the number of months, ____, and then multiplied by the number of months remaining in the period I agreed to remain employed**.**

☐ **Per Pay Period Payments**

- As the recruitment or retention pay is paid in installments instead of a lump sum, each installment will be equal to the lump sum amount stated above divided by the number of pay periods I agreed to remain employed. If I separate from employment with the Department prior to the expiration of this period for any reason, I will not be entitled to any additional recruitment or retention pay, nor will I be required to repay recruitment or retention pay previously paid out in accordance with the terms of this agreement.

# Agreement for Receipt of Recruitment or Retention Pay

If my employment is continued with the State, but in another department, any repayment will be subject to a repayment schedule approved by the director of DAS. If I am no longer employed by the State, any repayment will be recouped from my final paycheck, and any remaining balance will be subject to a repayment schedule approved through the DAS director.

**I UNDERSTAND AND AGREE THAT NOTHING HEREIN SHALL BE CONSTRUED AS A CONTRACT OR PROMISE OF CONTINUED EMPLOYMENT, OR NEGATE, IF APPLICABLE, MY AT-WILL EMPLOYMENT STATUS.**

| | |
|---|---|
| (Employee Signature) | *(Department Director Signature)* |
| (Date) | *(Date)* |