Retention Bonus Agreement

This **Retention Bonus Agreement** (“***Agreement***”) is entered into on _____ (“***Effective Date***”) by and between the following parties:

Company

_____

_____ _____

_____ _____ _____ _____

_____ _____

Employee

_____ _____

_____ _____

_____ _____ _____ _____

_____ _____

The Company and the Employee may be referred to individually as a “***Party***” and collectively as the “***Parties.***”

1. Purpose

The purpose of this Agreement is to provide a financial incentive to the Employee to remain employed with the Company for a specified period and to support continuity in operations, projects, or leadership.

2. Retention Period

The Employee agrees to remain continuously employed with the Company from _____ through _____ (“***Retention Period***”), unless employment is terminated earlier in accordance with the terms of this Agreement or applicable policies.

3. Retention Bonus

Subject to the terms of this Agreement, the Company agrees to pay the Employee a retention bonus in the total amount of _____ (“***Retention Bonus***”).

The Retention Bonus shall be paid as follows:

Payment Date	Amount	Conditions
		Continued employment through payment date
		Completion of Retention Period

Payment of the Retention Bonus is contingent upon the Employee satisfying all eligibility conditions set out in this Agreement.

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4. Eligibility Conditions

To qualify for the Retention Bonus, the Employee must:

- Remain actively employed with the Company throughout the applicable portion of the Retention Period
- Perform duties in a satisfactory manner in accordance with Company standards
- Not be subject to disciplinary action resulting in termination for cause prior to the applicable payment date

5. Termination of Employment

5.1 Termination by the Employee

If the Employee voluntarily resigns before completing the Retention Period, the Employee shall forfeit any unpaid portion of the Retention Bonus.

5.2 Termination by the Company for Cause

If the Employee's employment is terminated by the Company for cause prior to the completion of the Retention Period, the Employee shall forfeit any unpaid portion of the Retention Bonus.

5.3 Termination by the Company Without Cause

If the Employee's employment is terminated by the Company without cause before the end of the Retention Period, the Employee shall be entitled to receive a prorated portion of the Retention Bonus based on the period of completed service, unless otherwise specified below:

6. Repayment Obligation

If the Employee receives any portion of the Retention Bonus and subsequently breaches this Agreement or resigns within _____ after receiving such payment, the Employee agrees to repay the Company the amount received, on a prorated basis or as otherwise specified:

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7. Taxes and Deductions

The Retention Bonus shall be subject to all applicable taxes, withholdings, and deductions as required by law. The Company shall make such deductions prior to payment.

8. No Guarantee of Continued Employment

Nothing in this Agreement alters the nature of the Employee's employment relationship with the Company. Employment remains subject to applicable Company policies and may be terminated by either Party in accordance with those policies.

9. Confidentiality

The Employee agrees not to disclose the existence or terms of this Agreement to any third party, except as required by law or with the prior written consent of the Company.

10. Governing Law and Dispute Resolution

This Agreement shall be governed by and interpreted in accordance with the laws of _____.

Any dispute arising out of or in connection with this Agreement shall be resolved through good faith negotiations between the Parties. If the dispute cannot be resolved amicably, it shall be submitted to the competent courts of the governing jurisdiction.

11. Entire Agreement

This Agreement constitutes the entire understanding between the Parties with respect to the subject matter and supersedes all prior discussions or agreements relating to the retention bonus.

12. Amendment

This Agreement may only be amended or modified by a written document signed by both Parties.

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13. Acknowledgment

The Employee acknowledges that they have read and understood this Agreement and agree to be bound by its terms.

Company

Name

Date

Signature

Employee

Name

Date

Signature

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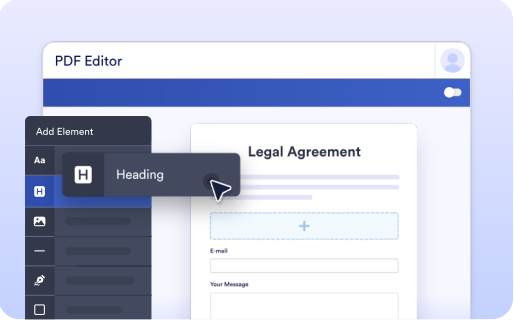
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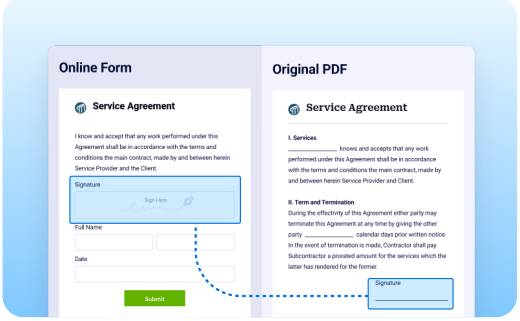
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