

**EMPLOYEE AGREEMENT FORM**

I agree to accept the position of \_\_\_\_\_  
Title/Grade and Step  
in the Division or Office of \_\_\_\_\_  
Division/Office Name  
located in \_\_\_\_\_ with the U.S. Fish and Wildlife Service.  
City/Town and State

This transfer from my present position located at \_\_\_\_\_  
City/Town and State  
will be effective on or about \_\_\_\_\_  
Effective Date

In connection with this transfer, I hereby agree to remain in the Federal Government Service for 12 months following the effective date of transfer in consideration of payment by the Federal Government of relocation expenses as authorized in Title 5 of United States Code, Sections 5721-5733 and implementing regulations contained in the Federal Travel Regulations.

In the event that I fail to remain in the Federal Government Service for a period of 12 months following the effective date of my transfer, unless separated for reasons beyond my control and acceptable to the Service, I will repay the Service the total of any costs incurred and any excess amounts paid as a travel advance or withholding tax allowance as a result of this relocation.

Additionally, I am aware that a majority of my relocation entitlements are taxable and will be included in my gross income for the tax year in which reimbursement will be paid to me.

\_\_\_\_\_  
Employee Name (Printed)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date