

[Company Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Company Name]
[Client Address Line 1]
[Client Address Line 2]

Letter of Agreement: Volume Hiring Discount Terms

Dear [Client Contact Name],

This Letter of Agreement ("Agreement") outlines the discounted fee structure between [Company Name] ("Agency") and [Client Company Name] ("Client") regarding volume hiring services.

1. Scope of Agreement

This agreement applies to the recruitment and placement of personnel for the following project/roles: [Project Name or Job Titles].

2. Volume Hiring Tiers and Discounts

The standard recruitment fee of [Standard Percentage]% shall be reduced based on the following volume of successful hires within a [Number]-month period:

- 1-5 Hires: [Standard Percentage]% (No Discount)
- 6-15 Hires: [Discounted Percentage A]% per placement
- 16+ Hires: [Discounted Percentage B]% per placement

3. Terms and Conditions

- **Exclusivity:** These rates are contingent upon [Company Name] being the [Exclusive/Primary] provider for these roles.
- **Payment Terms:** Invoices are payable within [Number] days of the candidate's start date.
- **Validity:** This volume discount structure is valid from [Start Date] to [End Date].
- **Calculation:** Discounts will be applied [retroactively/on a per-hire basis once a tier is reached].

4. Governing Law

This Agreement shall be governed by the laws of [State/Country].

Please indicate your acceptance of these terms by signing below.

For [Company Name]:

[Name, Title]

[Date]

For [Client Company Name]:

[Name, Title]

[Date]