

FLAT RATE RECRUITMENT FEE AGREEMENT

Date: [Date]

Between:

The Agency: [Recruitment Agency Name]

The Client: [Company Name]

1. Scope of Agreement

The Client engages the Agency to identify and introduce qualified candidates for the position of [Job Title].

2. Flat Fee Structure

The Client agrees to pay the Agency a fixed flat fee of \$[Amount] for each candidate successfully hired through the Agency's referral. This fee is independent of the candidate's final starting salary.

3. Payment Terms

The flat fee becomes payable once the candidate commences employment. The Agency will issue an invoice on the candidate's start date. Payment is due within [Number] days of the invoice date.

4. Replacement Guarantee

If the hired candidate leaves the company or is terminated for cause within [Number] days of their start date, the Agency agrees to provide a one-time replacement for the same position at no additional cost.

5. Ownership of Referrals

Any candidate introduced by the Agency shall remain an Agency referral for a period of [Number] months. If the Client hires the candidate for any position within this timeframe, the flat fee stipulated in this agreement shall apply.

6. Confidentiality

Both parties agree to keep the terms of this agreement and all candidate information confidential.

Signatures:

For the Client:

[Name and Title]

[Date]

For the Agency:

[Name and Title]

[Date]