

Date: [Insert Date]

Between:

[Recruitment Agency Name]
[Address]
[City, State, Zip]

And:

[Startup Client Name]
[Address]
[City, State, Zip]

RE: STARTUP PACKAGE FLAT RATE RECRUITMENT AGREEMENT

Dear [Client Contact Name],

This letter serves as an agreement between [Recruitment Agency Name] and [Startup Client Name] regarding the recruitment services for the following position(s):

- [Position Title 1]
- [Position Title 2]

1. Flat Rate Fee

In lieu of a percentage-based commission, [Recruitment Agency Name] agrees to a flat recruitment fee of \$[Amount] per successful hire. This rate is exclusive to the "Startup Package" program.

2. Payment Terms

The flat rate fee shall be invoiced on the candidate's first day of employment. Payment is due within [Number] days of the invoice date.

3. Replacement Guarantee

Should the hired candidate leave the company or be terminated for cause within [Number] days of their start date, [Recruitment Agency Name] will provide a one-time replacement search for the same position at no additional cost.

4. Exclusivity

[Optional: Client agrees to grant Recruitment Agency exclusivity for this search for a period of [Number] days.]

5. Term

This agreement is valid for [Number] months from the date of signing.

Please sign below to acknowledge and accept these terms.

For [Recruitment Agency Name]:

Signature: _____ Date: _____

For [Startup Client Name]:

Signature: _____ Date: _____