

Date: [Insert Date]

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

Subject: Project-Based Bulk Recruitment Fee Agreement

Dear [Contact Person Name],

This letter serves as a formal agreement between [Agency Name] ("Agency") and [Client Name] ("Client") regarding the bulk recruitment project for the following roles: [List Job Titles].

1. Project Scope

The Agency will provide recruitment services to fill approximately [Number] positions within the timeframe of [Start Date] to [End Date].

2. Fee Structure

In consideration of the volume of hires, the parties agree to the following discounted fee structure:

- **Fixed Fee per Hire:** \$[Amount] per successful placement.
- **Total Project Cap (if applicable):** \$[Amount].

3. Payment Terms

Invoices will be issued upon the candidate's start date. Payment is due within [Number] days of the invoice date. [Optional: A mobilization deposit of \$[Amount] is required upon signing].

4. Replacement Guarantee

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

5. Exclusivity

[Client Name] agrees that the Agency shall be the [Exclusive/Primary] provider for this specific recruitment project for the duration of this agreement.

6. Termination

Either party may terminate this agreement with [Number] days' written notice. Any candidates already introduced by the Agency who are hired within [Number] months of termination will still incur the agreed-upon fee.

Please sign below to indicate your acceptance of these terms.

For [Agency Name]:

Signature: _____

Date: _____

For [Client Name]:

Signature: _____

Date: _____