

Date: [Insert Date]

Between:

Primary Agency: [Insert Name of Agency A]

Address: [Insert Address]

And:

Partner Agency: [Insert Name of Agency B]

Address: [Insert Address]

Subject: Bilateral Joint Placement Fee Agreement

This agreement confirms the fee-sharing arrangement between [Agency A] and [Agency B] regarding the placement of the following Candidate for the specified Role.

1. Candidate Details

Candidate Name: [Insert Name]

Client Company: [Insert Name]

Position Title: [Insert Job Title]

2. Placement Fee

The total placement fee agreed upon with the Client is [Insert Percentage]% of the Candidate's first-year annual salary, or a flat fee of [Insert Currency/Amount].

3. Fee Split

The total fee collected from the Client shall be divided as follows:

- [Agency A] (Originating Agency): [Insert Percentage]%

- [Agency B] (Sourcing Agency): [Insert Percentage]%

4. Payment Terms

The agency that invoices the Client is responsible for transferring the partner's share within [Insert Number] days of receiving cleared funds from the Client. All bank charges for transfers shall be borne by the party sending the payment.

5. Guarantee/Refund Period

If the Candidate leaves the employment during the guarantee period stipulated in the Client contract, both agencies agree to refund or credit their respective shares of the fee proportionally according to the Client agreement.

6. Validity

This agreement is valid specifically for the placement mentioned above and does not constitute a permanent partnership unless otherwise stated in writing.

Authorized Signatures:

For [Agency A]

Name: [Insert Name]

Title: [Insert Title]

For [Agency B]

Name: [Insert Name]

Title: [Insert Title]