



## TRAINING REIMBURSEMENT AGREEMENT

This Reimbursement Agreement is entered into by and between \_\_\_\_\_ (employee name) and CDE Collision Centers.

It is recognized that this training is being undertaken by you, at substantial cost to CDE, to not only improve your own knowledge and value, but also provide CDE with an expertise and educational level, which you do not presently possess without completing the proposed program(s). CDE is covering the cost of the training in anticipation you will continue to work for CDE for at least one year from the completion date of the training so that CDE may recover some of the cost.

CDE and you recognize that this Agreement is not any type of employment agreement or guarantee of continued employment.

Therefore, should you choose to voluntarily leave your employment with CDE within one year of completion, or be terminated for cause, you agree that you will be responsible for repayment as outlined below:

Departure

Months 0-6      100% of training costs, to be deducted from final paycheck  
Months 7-12    50% of training costs, to be deducted from final paycheck

The Above Terms and Conditions are Agreed to and Accepted by:

\_\_\_\_\_  
Employee Signature/Date: (required)

\_\_\_\_\_  
Supervisor's Signature/Date: (required)

\_\_\_\_\_  
Human Resources Manager's Signature/Date: