



(SAMPLE) SEARCH SUMMARY OF AGREEMENT

Client: Exclusive Period: 180 Days
Position: Environmental Engineering Director \$--,000.00
Retainer: \$--,000.00
2nd Payment due: before an employment offer is extended: \$--,000.00 (*\$--,000 w/2nd retainer)
3rd payment due: ten (10) days after employment offer is accepted: \$--,000.00 (*\$--,000 w/2nd retainer)
Total Search Fee:

Guarantee Period: One (1) Year

*If client moves forward a retainer for a second search at any time prior to the initial search final payment due date, the total fee for the initial search will be reduced to \$--,000 and the final payment will be reduced to \$--,000.

- 1. This initial search is exclusive. For you, "exclusive" means you will not give this assignment to another search firm, or hire through any source other than Executive TalentHunt, Inc. (ETI) during the exclusive period.
2. We will advance costs and expenses on your behalf. There will be no additional expense without full knowledge and approval of client.
3. You will give us your full cooperation. This includes making your principals and other personnel available for telephone conferences or candidate interviews when scheduled.
4. We guarantee our performance. We guarantee that any candidate you hire under the terms of this agreement will not leave voluntarily, or be discharged due to misconduct or unsatisfactory performance.
5. You guarantee your performance. If you do not give us full cooperation in filling your position, we will consider any payments made to be payment in full for our services.
6. Important: Keeping your guarantee active. We will honor our guarantees to you as long as you abide by this agreement.

For Client Company/Organization:

For Executive TalentHunt, Inc.:

Client Authority Date

President Date