



## MARC Sign-on Bonus

The MARC new hire sign-on bonus is an opportunity for new MARC employees who accept a job offer and begin employment at MARC. The new hire sign-on bonus includes two payments of \$500. The new hire will receive a \$500 bonus on the payroll processed after 30 days of employment and \$500 on the payroll processed after six months of employment. The payments will be processed along with the employee’s regular semi-monthly pay check. The sign-on bonus applies to regular positions working at least 20 hours and excludes LTE positions.

1. Form below must be submitted to the HR Director along with new hire paperwork.
2. Employee submitting for bonus must be in paid status and not have submitted a letter of resignation to earn the sign-on bonuses.

The sign-on bonus policy is effective July 1, 2024 through September 30, 2024.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date of Hire: \_\_\_\_\_

Name of Program Director: \_\_\_\_\_

Program Director Signature: \_\_\_\_\_

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HR Department

Date: \_\_\_\_\_

Accounting: \_\_\_\_\_