



## RETAINER AGREEMENT

The undersigned **EMPLOYER**, and **PACIFIC EMPLOYERS** mutually agree as follows:

- This Retainer Fee Agreement shall commence on the date of its execution and continue for one (1) full year. Thereafter, this Retainer Fee Agreement shall continue from year to year unless canceled in writing no less than sixty (60) days prior to its expiration date. Cancellation shall be ineffective so long as an outstanding balance exists.
- I understand that the Retainer Fee is \$60.00 a month and is not refundable, and assures me that Pacific Employers will be available to consult with me on labor relations, human resources and safety questions when the need arises. I realize that a one-time Initiation Fee of \$210.00 is required, in addition to the Retainer Fee.
- PACIFIC EMPLOYERS provides the services and benefits described below for the \$60.00 monthly fee:
  - **Unlimited “over-the-phone” telephone consultation** on all labor relations & safety matters;
  - Subscription to the quarterly newsletter “**MANAGEMENT ADVISOR**,”
  - “**ALL-In-1” Labor Poster** - annual compliance posting;
  - “**Management Alerts by E-Mail**” on developing safety & labor relations matters;
  - Members’ multiple resource Internet Web-site at [www.pacificemployers.com](http://www.pacificemployers.com) ;
  - Admittance to specialized **Seminars and Workshop** programs;
  - Staff available for consultation on all labor relation & safety matters; and,
  - **Toll free telephone** access during business hours.
- I agree to reimburse Pacific Employers for all out of pocket expenses and recognize that a charge is made for all additional services which include but are not limited to – agency representation, office and outside consultation, field services, staff training, and for the development of Employee Handbooks and Safety Programs.
- I understand that Pacific Employers provides information consistent with current state and federal labor statutes, court decisions and administrative agency directives and is liable only to the extent that such information is correct and consistent within those parameters. My assumption that such information is applicable for application in my particular circumstances, absent clear and consistent guidance from Pacific Employers, is done at my own risk, and I release Pacific Employers from all damages and liability that may be incurred by me.

**IN WITNESS WHEREOF**, the parties hereto have executed this Retainer Fee Agreement:

_____	_____	_____
{Company Name}	{Physical Address}	{Post Office Box & Zip}
_____	_____	_____
{City, State Zip}	{Telephone}	{FAX Number}
_____	_____	_____
{Type of Company}	{Company Web Site}	{E-mail Address}
<b>X</b> _____	_____	_____
{Employer's Signature}	{Employer's Printed Name}	{Referred By}

**X** \_\_\_\_\_ Initiation Fee \$210.<sup>00</sup> Monthly Fee \$60.<sup>00</sup> Additional Locations \$25.<sup>00</sup> each monthly.  
{Pacific Employers' Rep.}

\_\_\_\_\_, 20\_\_\_\_ Total Due \$\_\_\_\_\_ Amount Paid \$\_\_\_\_\_ Balance Due \$\_\_\_\_\_  
{Date}

March 6, 2017 Retainer\_17.wpd