

NEW HIRE RELOCATION

BENEFITS

RELOCATION ASSISTANCE

TQL will provide you reimbursement for your moving expenses based on the following distances:

- Moves between 75 miles and 600 miles are eligible for up to \$1,500 in reimbursement
- Moves between 601 miles and 1,000 miles are eligible for up to \$2,000 in reimbursement
- Moves of 1,001 miles or more are eligible for up to \$2,500 in reimbursement

COVERED EXPENSES INCLUDE:

- Any travel cost associated with the move or house hunting trip: airfare, hotel, gas or mileage, tolls, and meals
- The cost of packing materials, crating, and transporting your household goods and personal effects
- The cost of storing and insuring your household goods and personal effects for a period of up to 30 consecutive days, at any point between the time they are moved out of your former permanent residence and delivered to your new permanent residence
- The cost of transportation, lodging, and meals for yourself and one additional person assisting with your relocation while traveling from your former home to your new one (e.g. mileage, airfare)

PLEASE NOTE: All receipts must be turned in within two weeks of start date and you must be employed at the time of any reimbursements or bonus payouts. Relocation reimbursement receipts will be processed for the first paycheck after 30 days of employment. If you leave TQL within four weeks (voluntarily or for cause), you will not be entitled to relocation reimbursement or bonus pay.

ELIGIBILITY REQUIREMENTS



Must be relocating 75+ miles



All eligible receipts must be submitted within two weeks of your TQL start date



All relocation is subject to Director review and approval

MISSION STATEMENT

Exceed the customer's expectations at all times and handle their transportation requirements from the moment of pickup until delivery 24/7/365