

**SERVICE AND REIMBURSEMENT AGREEMENT - MOVING EXPENSE ALLOWANCES
(WITHIN THE CONTERMINOUS UNITED STATES)**

THIS DOCUMENT SHALL BE EXECUTED IN QUADRUPLICATE TO ESTABLISH ELIGIBILITY FOR PAYMENT OF TRAVEL, TRANSPORTATION, AND OTHER MOVING EXPENSES AUTHORIZED BY 5 U.S.C. 5723, 5724, AND 5724a.

1. GAINING SERVICE OR STAFF OFFICE

2. TITLE AND GRADE OF POSITION TO BE OCCUPIED

I, _____, hereby agree to remain in the service of the Government for 12 months following the date I report for duty at my new official station as shown on GSA Form 87, OFFICIAL TDY TRAVEL AUTHORIZATION, and GSA Form 87A, SUPPLEMENT TO OFFICIAL TRAVEL AUTHORIZATION, unless separated for reasons which are beyond my control and are acceptable to the department concerned.

In case of violation of such agreement, any moneys expended by the United States on account of travel, transportation, and related moving expenses for myself and immediate family authorized by section 5723, 5724, and 5724a of Title 5 of the United States Code in connection with my transfer or appointment shall be considered as a debt due the United States.

I further agree to submit certified tax information an a properly executed SF 1012, TRAVEL VOUCHER, for my Relocation Income Tax (RIT) Allowance within 90 days after receipt of official notice of eligibility from the Region 6 Finance Division. I understand that payroll deductions will be taken each pay period, in accordance with the Debt Collection Act, to recover any Withholding Tax Allowance (WTA) owed the Government caused by my failure to submit the required information.

3. SIGNATURE OF EMPLOYEE

4. DATE