

**Training Reimbursement Agreement**

This Training Reimbursement Agreement (the “Agreement”) is entered into by and between Dogs 24/7 (the “Company”) and _____ (the “Manager”).

WHEREAS, the Company provides certain management training (including modules on management, human resources, marketing, social styles, and finance) to employees like Manager who hold the title of General Supervisor (MIT), and which enable Manager to (a) provide valuable services to Company clients; and (b) better understand the Company’s business through Introduction to Management, Human Resources, Marketing, Social Styles & Finance.

WHEREAS, Company provides this Training to Manager in anticipation of Manager continuing to work for the Company for at least one (1) year following completion of the Training so that the Company recovers some benefit of its investment in the Training;

WHEREAS, Company and Manager recognize that this Agreement is not intended to constitute any type of employment agreement or guarantee of continued employment;

WHEREAS, Manager understands and agrees that the Company would not provide the Training unless Manager intended to continue to work for the Company and were to agree to reimburse the Company in the event that Manager voluntarily terminated their employment less than one (1) year from the conclusion of the Training; and

WHEREAS, Manager desires to continue employment with Company and participate in the Training.

NOW, THEREFORE, in consideration of the foregoing premises and the promises stated below, Manager and the Company agree as follows:

1. Training. Company agrees to provide Manager with the Training, and Manager agrees to diligently participate in all Training sessions. Training will occur over multiple sessions in the assigned designated location and is currently scheduled to take place _____. The Training will be completed once all modules have been attended where a certificate of completion will be granted with the final module (the “Training Completion Date”). All time periods referenced in this Agreement will be calculated based on the Training Completion Date.

2. Repayment. If Manager voluntarily terminates employment with Company before the one (1) year anniversary of the Training Completion Date, Manager agrees to reimburse the Company for 100% of the cost of the Training.

3. Training Costs. The training costs incurred by the Company on Manager’s behalf will be determined after the Training Completion Date and accumulation of all receipts, invoices, and/or other supporting documents. The training cost incurred will include, without limitation, the fair market value of the Training, training materials, airfare from Manager’s primary work site to the assigned designated location, ground transportation to and from airports and to and from the training site, food, lodging, and any other costs or expenses directly related to the training incurred by Manager and reimbursed by the Company or that the Company directly incurs. The total cost will be computed as shown on Exhibit 1, and along with copies of all receipts, invoices,



and other supporting documentation, will be attached to, and become an integral part of, this Agreement.

4. Deductions Authorized. Manager expressly authorizes the Company to deduct the reimbursement amount owed under this Agreement from any compensation owed by the Company to Manager at the time of, or following, Manager's voluntary termination of employment. Manager shall promptly pay to the Company the full balance of any amount owed that is not deducted from compensation.

5. Third-Party Payment. Manager may request that Manager's subsequent employer pay the amount owed to the Company by Manager, but Manager shall remain personally liable until the entire amount owed is paid in full.

6. Additional Documentation. Manager agrees to sign further documents, if any, requested by the Company to confirm the precise sum of the amount owed by Manager to the Company following notice by Manager to the Company of voluntary termination of employment.

7. Confidentiality. Manager acknowledges and agrees that, during the course of employment and while participating in the Training, Manager may be exposed to Company confidential and proprietary information. Manager agrees to hold such information in strict confidence and not to disclose it to any third party without the Company's prior written consent. However, nothing in this Paragraph prohibits Manager from truthfully reporting to any government agency, including the Equal Employment Opportunity Commission or parallel state agency, possible violations of federal or state law or regulation; making, to any government agency, any other disclosures that are protected under whistleblower or any other provisions of federal or state law or regulation; and/or participating in or cooperating with any federal, state, or local government agency proceeding, investigation, or other legal action.

8. Non-Disparagement. Manager agrees that they will not, at any time, engage in any form of conduct, nor make any statement or representation, oral or written, print or digital, in any form, that disparages or otherwise impairs the Company's reputation and/or the reputation(s) of its respective past, present, or future directors, officers, owners, or employees. For purposes of this Section 8, "disparage" is defined to mean any comment or statement made to a third-party (including, without limitation, any comment or statement posted or made on any internet site or social media platform such as, but not limited to, Glassdoor.com, LinkedIn, Instagram, Facebook, X, and/or Meta, or made to the press, media, newspaper, any Company employee or officer, or any entity with which the Company has a business relationship) that could reasonably be expected to cause harm to the Company and/or its past, present, or future directors, officers, owners, or employees. However, nothing in this Paragraph prohibits Manager from truthfully reporting to any government agency, including the Equal Employment Opportunity Commission or parallel state agency, possible violations of federal or state law or regulation; making, to any government agency, any other disclosures that are protected under whistleblower or any other provisions of federal or state law or regulation; and/or participating in or cooperating with any federal, state, or local government agency proceeding, investigation, or other legal action.

9. Training Materials as Company Property. Manager understands and agrees that any books, manuals, presentations, thumb drives, CDs, computer disks or drive access, catalogs, spreadsheets, forms/templates, lists, or other information of any kind received in connection with the Training



remains Company property and must be surrendered upon termination (voluntary or involuntary) of employment.

10. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written.

11. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona without regard to choice of law provisions.

12. Assignment. The Company may assign its rights and responsibilities under this Agreement to any entity that succeeds the Company's business. Manager may not assign their rights and responsibilities under this Agreement.

13. Severability. If any provision of this Agreement is held to be invalid or unenforceable, either in whole or in part, the unenforceable provision shall be struck from this Agreement, and the remaining provisions shall remain in full force and effect.

14. No Guarantee of Continued Employment. Nothing in this Agreement gives Manager any right to continued employment with the Company. Manager's employment remains at will, and either Manager or Company may terminate the employment relationship, with or without cause or notice, to the same extent as if this Agreement were not in place.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this _____ day of _____, 20____.

DOGS 24/7

By: _____

Its: _____ [Title]

**Exhibit 1 to Training Reimbursement Agreement**

Attach copies of receipts, invoices, or other supporting documents, where applicable.

Fair Market Value of Training	\$
Transportation (including air fare and ground transportation)	\$
Meals	\$
Lodging	\$
Training Materials	\$
Other Training Costs	\$
Total Training Cost	\$ 5,000

Manager Signature

Date