

## **SECTION 03-14**

**Effective Date: January 1, 1998**

### **MOVING AND RELOCATION EXPENSES**

New permanent/full-time employees of the *Officer* and *Manager* Classes who wish relocate from their current residence in order to accept employment within the Administrative Division are eligible to be reimbursed a portion of their moving and relocation expenses. To be eligible, such employees must reside outside of Washington County or the City of Bristol, Virginia at the time of their hiring and must relocate to a residence within Washington County within six (6) calendar months of the first day of employment. No reimbursement shall be made if the employee chooses to relocate to a residence outside of Washington County. The County Administrator may authorize County reimbursement of the employee's actual household moving and relocation expenses up to seventy-five (75%) percent of cost not to exceed seven hundred and fifty (\$750.00) dollars. The employee must submit appropriate documentation of moving and relocation expenses prior to authorization for reimbursement. Reimbursement costs may be charged to the Office or department where the employee is assigned or may be paid for by additional appropriation of the Board of Supervisors. The Board of Supervisors may increase the amount of reimbursement at their discretion.