

COX AUTOMOTIVE™

This **EXPENSE REIMBURSEMENT AGREEMENT** (this "Agreement"), dated as of January 6th, 2021 is made between
_____ & Cox Automotive Inc.

THEREFORE, in consideration of the mutual promises made herein, and for other good and valuable consideration, each party hereby acknowledges receipt of which, the parties intending to be legally bound, hereby agree as follows:

1. **Expenses:** This document certifies that the company shall pay to the employee; all reasonable out of pocket expenses incurred by the employee in connection with the cost of facilitating your home office setup/working software packages etc. You would be beneficiary to a full reimbursement allocation disbursed at the payroll department and included on your first Paycheck. (The "Expenses"), including, other general out-of-pocket expenses; and, the cost of maintaining your working equipment.
2. **Terms:**
 - 2.1 Termination: This Agreement shall automatically renew for successive one-year periods thereafter Unless either party delivers written notice of its intention not to renew at least 30 days prior to January 6th, 2021.
 - 2.2 Notice: All notices, demands, and communications required or permitted under this Agreement will be in writing and will be effective if served upon such other party and such other party's copied persons as specified below to the address set forth for it below (or to such other address as such party will have specified by notice to each other party) if (i) delivered personally, (ii) sent and received by facsimile or electronic transmission (e.g. "pdf" or "tif")
 - 2.3 Entire Agreement: This Agreement contains the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all written or verbal representations, warranties, commitments and other understandings with respect to the subject matter of this Agreement prior to the date of this Agreement.
 - 2.4 Amendments and Waiver: This Agreement may be amended, modified or supplemented, and waivers or consents to departures from the provisions hereof may be given, provided that the same are in writing and signed by each of the parties hereto.
 - 2.5 Interpretation: The headings contained in this Agreement are for convenience of reference only and will not in any way affect the meaning or interpretation hereof. As used herein the word "including" shall be deemed to mean "including without limitation". This Agreement reflects the mutual intent of the parties and no rule of construction against the drafting party shall apply.

IN WITNESS WHEREOF, the parties have executed this Expense Reimbursement Agreement on the date first appearing above.

SIGNATURES:



David Orchid (Senior Hiring Manager)

06/01/2021

Company representative (Sign)

Company representative (Name/Title)

Date

Applicant (Sign)

Applicant (Name/Title)

Date