

**OFFICER TRAINING REIMBURSEMENT AGREEMENT**  
**City of Ashland Police Department**

This OFFICER TRAINING REIMBURSEMENT AGREEMENT (“Agreement”), made and effective this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Ashland, Alabama, a municipal corporation, hereinafter referred to as “City,” and \_\_\_\_\_, hereinafter referred to as “Employee.”  
(NAME OF EMPLOYEE)

**WHEREAS**, the Alabama Administrative Code requires that an applicant to the police academy be gainfully employed as a full-time law enforcement officer by a law enforcement agency at the time of his/her application to the academy;

**WHEREAS**, the City is obliged to cover the costs and expenses of the Employee’s training at the academy;

**WHEREAS**, the cost of training for the Employee at the academy is approximately \$4,000.00, which figure represents the cost to attend and be trained at the academy, including the training itself, housing, and ammunition;

**WHEREAS**, the Employee must complete the training at the academy as a prerequisite for becoming a peace officer with the City; and

**WHEREAS**, the Employee desires to become a peace officer with the City and to complete the training at the academy.

NOW THEREFORE, in consideration of the foregoing, the City and Employee agree as follows:

1. The City agrees to provide the Employee with training at the police academy at an estimated cost of \$4,000.00. (This amount is subject to change, and this Agreement shall be updated accordingly.)
2. In consideration for the City providing the Employee with training at the police academy, the Employee agrees to reimburse the City for the full cost of the training if the Employee voluntarily leaves or is terminated from the police academy for any reason prior to completing the requisite training, or if the Employee voluntarily resigns or is terminated from the City’s employment within twelve (12) months of the completion of the training at the police academy.
3. The Employee agrees to repay the City within six (6) months of the date of termination or departure from the police academy. Repayment shall be made in full or in installments as mutually agreed upon in writing by the Employee and the City.
4. The total amount to be reimbursed by the Employee shall be the actual cost incurred by the City for the Employee’s attendance at the police academy, which is estimated to

be \$4,000.00. The City reserves the right to adjust this amount if the actual cost exceeds this estimate.

5. The City may waive the Employee's obligation to reimburse the training costs if the Employee's departure from the police academy is due to circumstances deemed to be beyond the Employee's control, such as injury or illness preventing the completion of training. Such waiver shall be at the sole discretion of the City.
6. This Agreement shall be governed by and construed in accordance with the laws of the state of Alabama. Any dispute arising under or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of competent jurisdiction in the state of Alabama, and the parties hereby consent to the jurisdiction of such courts for the resolution of any such dispute.
7. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, relating to the same subject matter.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

By: \_\_\_\_\_  
**JOSEPH STANFORD, CHIEF OF POLICE**  
Ashland Police Department

Date: \_\_\_\_\_

By: \_\_\_\_\_  
**CHELSEY WYNN, ADMINISTRATOR**  
City of Ashland

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Employee (Printed Name)

Date: \_\_\_\_\_

\_\_\_\_\_  
Employee's Signature