



Relocation Incentive Information

Benefit: The Clarksville-Montgomery County School System may provide a relocation incentive lump sum allowance to assist you with relocation expenses incurred during the move to the Clarksville-Montgomery County area. The Clarksville-Montgomery School System has selected this option to provide you with greater flexibility in the planning and budgeting of relocation.

This payment is intended to assist with all relocation related expenses, such as:

- Residence search trips
- New and old home acquisition and disposition.
- Shipment of goods.
- Final en-route travel.
- Temporary housing.
- All other miscellaneous expenses including but not limited to: cost of obtaining new license and auto registration, storage, auto or pet shipment, tips for movers, connection of utilities.

The following are important factors related to the relocation incentive lump sum allowance:

- Unused funds are not returned to the Clarksville-Montgomery County School System.
- The employee is responsible for keeping records, if needed, for individual tax purposes.
- Residence must be established in the greater Clarksville-Montgomery County area.

The relocation incentive lump sum allowance is based upon being a newly hired teacher in a “difficult-to-staff” position that resided equal to or greater than one hundred miles from Clarksville.

Payment Process Within (10) business days of new hire date and satisfactory completion of the Contract for Relocation Incentive

Tax Impact The relocation incentive lump sum payment will be reported as additional compensation and Clarksville-Montgomery County School System will withhold the estimated federal and FICA tax liability that arises from the taxable lump sum allowance. This compensation and associated tax withholding will be reported on your W-2 Wage and Tax Statement.