

## RELOCATION POLICY

Working within the parameters of the Rutgers University policy on Employee Relocation (section 60.1.6), The Rutgers University Libraries will offer relocation funds if budgetary resources are available. The applies to new employees moving at least 50 miles who are expected to be employed full-time by the Libraries for a period of at least 39 weeks out of 52 weeks in the next 12 months or employees being transferred from one campus to another. Employees voluntarily leaving the university within 12 months of accepting a position are expected to repay relocation costs.

New employees may use relocation expenses to cover the costs of a pre-move housing visit, with spouse, or partner, and dependants.

Total relocation costs may not exceed \$10,000 per individual.