



New College Professional Employees

A Relocation Allowance will be provided to assist with relocation expenses you incur and, if applicable, your household members. As a new employee, you are eligible to receive a \$5,500 taxable lump-sum payment (\$6,500 if moving to AK, CA, CO, UT, or WA). Federal tax will be withheld at the established minimum required withholding rate. In addition, FICA, state and local taxes, if applicable, will also be withheld. No tax assistance is provided.

You have 12 months from your effective date of hire to complete your relocation. You should discuss any need for time off work to complete your relocation with your supervisor.

The Relocation Allowance will be included with a subsequent paycheck after you have completed and returned this form. You should complete and submit this form to the **Employee Relocation Office in Findlay, Room M-09-067 or emailed to relocation@marathonpetroleum.com**, for processing.

NOTE: Do not submit the form until you have established a residence at your new location. The Relocation Allowance will not be processed until there is a clear difference between the "Address Prior to Relocation" and "Address After Relocation."

Employee Name _____ Employee Number _____

Employment Date _____

Address Prior to Relocation

Address After Relocation

Street

Street

City State ZIP

City State ZIP

This Agreement is effective as of date signed. It is between Marathon Petroleum Company LP or its subsidiaries or affiliates ("Employer"), and you ("Employee").

1. As of the effective date of this Agreement, Employer has or will spend a sum of money for the purpose of relocating Employee and Employee's eligible household members to Employee's new work location.
2. It is agreed that if Employee terminates employment voluntarily or involuntarily for cause after receiving relocation benefits, Employee agrees to repay Employer for relocation benefits at a rate of 8.33% for each calendar month of service not completed during the 12 calendar months counting from the first of the month in which Employee's effective date of transfer/hire occurred. "Cause" shall be determined by Employer in its sole discretion and includes, but is not limited to, Employee gross misconduct, gross negligence in the performance of job duties, insubordination, or theft. "Cause" does not include termination of employment on account of a change in control of Employer, an office closing, or job elimination.
3. It is agreed that should Employee not relocate after receiving any relocation benefits, Employee agrees to repay Employer for all relocation benefits paid on Employee's behalf (no pro-ration).
4. If Employee terminates employment as set forth in paragraph 2 above, or does not relocate after receiving relocation benefits as set forth in paragraph 3 above, Employee agrees to repay Employer the full amount of the relocation benefits owed as set forth in paragraphs 2 and 3.

Employee authorizes Employer to deduct any amount allowed by law, up to and including the full amount owed, from Employee's remaining paychecks (including salary, wages, commissions, bonuses or other incentive compensation of any type, sick or vacation pay, expense reimbursements, or other monies due or that may become due to Employee from Employer), and credit such amount toward the amount owed.

Employee agrees to repay any remaining amount owed to Employer within 30 days of Employee's termination date. If Employee does not relocate after receiving relocation benefits, Employee may repay the amount owed either directly to Employer or by authorizing payroll deduction(s) from Employee's paycheck(s). Employee also agrees that Employee shall be responsible to and shall reimburse Employer any expenses incurred by Employer (including attorney's fees) for the collection of any such remaining balance owed 30 or more days after the date of the termination of Employee's employment or failure to relocate.

5. By executing this Agreement, Employee agrees to promptly authorize, consent to and execute any additional authorizations as Employer may in its sole discretion deem necessary at the time of or for any deduction pursuant to paragraph 4 above.
6. Employer does not have employment contracts, either expressed or implied, with its employees. Employee may terminate employment at any time for any reason. Likewise, Employer is not committed to any Employee for any fixed term of employment, and such arrangement, referred to legally as employment-at-will, is no way affected by this Agreement.

Signatures

New Employee Date

Employee's Supervisor Date

HR Representative Date

Findlay Relocation Office Date