

ADDENDUM TO OFFER OF EMPLOYMENT

Date: [Date]

Candidate Name: [Candidate Name]

Position: [Job Title]

This document serves as an addendum to the offer letter dated [Date of Original Offer Letter]. This addendum outlines the terms and conditions regarding immigration sponsorship for your employment with [Company Name].

1. Sponsorship Support:

[Company Name] agrees to initiate and sponsor the filing of a [Visa Type, e.g., H-1B, TN, O-1] non-immigrant visa petition on your behalf to authorize your employment in the United States.

2. Legal and Filing Fees:

The Company will be responsible for all legal fees and mandatory government filing fees associated with the initial visa petition. [Optional: Specify if the company pays for premium processing or dependent filings].

3. Contingency of Employment:

This offer of employment is strictly contingent upon the timely approval of your work authorization by U.S. Citizenship and Immigration Services (USCIS). If work authorization is denied, revoked, or expires without renewal, the Company reserves the right to terminate the employment relationship immediately.

4. Employee Responsibilities:

You agree to provide all necessary documentation, personal history, and information required by the Company's legal counsel in a timely manner. Any delays caused by the failure to provide documentation may impact your start date.

5. Permanent Residency (Green Card) Policy:

[Optional: The Company will consider sponsorship for permanent residency after (Number) months/years of continuous service, subject to performance reviews and business necessity.]

6. Clawback Provision:

[Optional: If you voluntarily terminate your employment within (Number) months of the visa approval, you may be required to reimburse the Company for non-mandatory legal fees, to the extent permitted by law.]

All other terms and conditions of your original offer letter remain in full force and effect.

Signatures:

[Company Representative Name]
[Title]
Date: [Date]

[Candidate Name]
Date: [Date]