



EMPLOYEE REFERRAL PROGRAM

GET PAID  TO WORK WITH  YOUR FRIENDS

We are constantly on the look-out for employees who truly have passion for people and StatesideBPO wants to show our appreciation when a qualified candidate is referred.

If you know someone who would be a good addition to our organization, you may be awarded extra pay (less taxes) if the person you refer is hired.

Here is how it works:

1. Prior to your referral submitting his/her application, you must fill out and submit this form.
2. On the form, choose how you would like your bonus to be paid (one of these options below)

RECURRING: Full-Time Employees (40 hrs./wk) are eligible to receive \$0.50 per hour in addition to current hourly wage for every hour you work once your referral has completed ninety (90) days of employment. Part-Time Employees are eligible to receive \$0.25 per hour in addition to current hourly wage for every hour you work once your referral has completed ninety (90) days of employment.

OR

ONE-TIME: \$100 bonus added to your paycheck

3. Once you fill out the form and submit to recruiting@statesidebpo.com. Instruct your referral to apply online and make sure that they elect "Employee Referral" under the section that states "Where did you hear about us?"

RULES:

1. Referral must complete ninety (90) days of employment
2. No monetary cap for the hourly option, earnings unlimited
3. The referral must represent the candidate's first contact with our company. Temporary, summer, contract and former employees are not eligible candidates for referral awards.
4. The referring employee must still be employed by the company at the time payment of the award is due.
5. All referral \$100 bonus payments will be paid within 30 days after the referred employee has successfully completed 90 days of employment. Increases in hourly pay will be effective on the 91st day of referred candidate's employment and will stay in effect for the duration of the referral and referee active employment.

**** Program subject to change ****

Updated 11/15/2016

REFERRAL INFORMATION (Please note this information must match what will be submitted on application):

Full Name: _____

Email Address: _____

Phone Number: _____

REFERRING EMPLOYEE INFORMATION (Please note this information must match what is on file with Human Resources):

Full Name: _____

Program/Account: _____

Work Email Address: _____

Please indicate below the incentive payout preference (choose only one):

- ☐ One time award, \$100
- ☐ Part-time additional per hour earnings of \$.25 per hour
- ☐ Full-time additional per hour earnings of \$.50 per hour

By entering my name in the box below I acknowledge receipt, have read, and understand the rules of the Referral Program.

Referring Employee's Signature

Date