

Recruit your colleagues and friends

Refer them to IT People opportunities

Rewards - Cash reward for you, new

Career for them



## **New Business Referrals**

All employees are potential sales persons for New business referrals are important. The program is subject to the following procedures

- To refer New Business Opportunities, Employees must fill the Contact Us form found on www.itpeoplecorp.com
- Referral bonuses will be paid after a contract has been agreed upon and the placements have completed 3 months of billing
- You will receive \$500 for every 3 months of billing up to 12 months. Full potential of your bonus for placements which lasts 12 months will be \$2000. Management will review length of the contract on each individual referral to ensure bonus is appropriate
- All referral bonus payments are subject to federal, state and local with holdings, and will be taxed as ordinary income

## **Employee Referrals**

All employees are eligible to participate in the employee referral program. The program is subject to the following procedures

- Any employee or group of employees may make referrals
- The program only applies to candidates whose work may be billed to a client.(i.e., referral bonuses will not be paid
  for non-billing employees such as administrative office staff)
- Open positions will be emailed to you on a periodic basis. In addition, you can also contact our recruiting staff directly by sending an email to recruiting@itpeoplecorp.com
- You should submit an email with referral's resume to recruiting@itpeoplecorp.com
- In the event the referral has already been contacted by the recruiting staff, you will not be eligible the referral bonus
- Referrals will not be made from persons working at client sites, as this presents a conflict of interest for the organization
- Referral bonuses will be paid to you after your referral is hired and the employee has completed the contract length and has had satisfactory employment with IT People/client

## Referral bonus schedule are as follows:

Length of contract	3 Months	6 months	1 Year
Referral Bonus	\$250	\$500	\$1000

All referral bonus payments are subject to federal, state and local with holdings, and will be taxed as ordinary income

## FOR MORE INFORMATION

Please send an email to sales@itpeoplecorp.com

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