



Dovebiz Candidates & Client Referral Scheme



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REFERRAL SCHEME

We are always on the lookout for good candidates and great Employers to work with therefore, if you have a friend, colleague or know of a Company who needs a Professional Recruitment Company to handle their recruitment needs then, Dovebiz is the Agency you want to partner with.

Apart from helping your network to find the right job, you will also receive a referral bonus from us for referring them to us. To show our gratitude, we have the following referral bonus that will put some cash in your pocket.

PERMANENT RECRUITMENT

Candidates Referral

Candidates Annual Salary	Referral bonus
£0 - £35,999	£250
£36k - £50,999	£500
£51K - £70,999	£700
£71k - £100,999	£1,000
£100,000 and over	£1,200

If you refer us to a candidate that we are able to place in a permanent role, you will receive the above referral bonus subject to the following conditions.

- Candidates must not already be in our database. When you refer a candidate to us, we will inform you within 48 hours if that candidates is in our database or not.
- Candidates must pass 90-day probationary period. No bonus is payable if the employment is terminated for any reason during the 90 days period.
- Contact details must be provided by the person referring the candidates
- The candidates must be aware that they are being referred by the referee.
- Candidates must be eligible to work and live in the respective country
- There is no limit to the number of candidates you can refer to us as long as they have the right skills.

- Referral registration is through our website.
- To avoid any doubt when there is more than one referee, we will pay the first referee that introduced the candidates to Dovebiz
- You will be informed when one of referred candidates takes up a new role but, we advise that you keep records of your candidates referrals to know of their current work activities.
- Payment of referral fees are made on a quarterly basis and only after the candidate has completed their 90 days employment. You will be paid at the next quarter date following the completion of the 12 weeks of employment.
- Information supplied will only be used in accordance with this scheme and not passed to any third parties.
- Dovebiz reserves the right to amend, modify, cancel or withdraw the "Refer a Friend" scheme at any time and without notice.
- Dovebiz shall not be liable for any losses or damages that may result from entering the "Refer a Friend" scheme.
- All information received by Dovebiz is taken in good faith and on the understanding from the person referring that they are authorized to pass the information which will be free from any intellectual property claims.
- The bonus is paid as a gross payment and will be paid by bank transfer. The recipient accepts any tax liability and agrees to pay any tax arising from receiving the bonus payment.

PERMANENT RECRUITMENT

Client Referral

Candidates Annual Salary	Referral bonus
£0 - £35,999	£250
£36k - £50,999	£500
£51K - £70,999	£700
£71k - £100,999	£1,000
£100,000 and over	£1,200

If you refer us to a Company that we are able to fill their permanent vacancy, you will receive the above referral bonus subject to the following conditions.

- Clients must not already be in our database or register with Dovebiz. When you refer a Company to us, we will inform you within 48 hours if that company is in our database or not.
- Client must not terminate vacancy for any reason during the 90-day probationary period or no bonus will be paid.
- Clients contact details must be provided by the person referring the client.
- The client must be aware that they are being referred by the referee.
- There is no limit to the number of clients you can refer to us.
- We accept referral through our website.

- You will be informed when one of your referred clients employs one of our candidates but, we also advise that you keep records of your client referrals to be informed of their activities.
- Payment of referral fees are made on a quarterly basis and only after the candidate has completed their 90 days employment and payment received from client.
- To avoid any doubt when there is more than one client referee, we will pay the first referee that introduced the clients to Dovebiz
- Information supplied will only be used in accordance with this scheme and not passed to any third parties.
- Dovebiz reserves the right to amend, modify, cancel or withdraw the "Refer a Client/Vacancy" scheme at any time and without notice.
- Dovebiz shall not be liable for any losses or damages that may result from entering the "Refer a Client/Vacancy" scheme.
- All information received by Dovebiz is taken in good faith and on the understanding from the person referring that they are authorized to pass the information which will be free from any intellectual property claims.
- The bonus is paid as a gross payment and will be paid by bank transfer. The recipient accepts any tax liability and agrees to pay any tax arising from receiving the bonus payment.
- Dovebiz decision is final.