

Referral Fee Request Form

I have recommended my friend/relative
(delete as appropriate) for the position of...

I understand that if no costs have been incurred for their
recruitment e.g agency fees, or newspaper advertising,
I will be entitled to a one off referral fee of £_____

Upon the successful completion of their probationary period.

Name:

Authorised by:

Signature:

Signed off for payment:

Date:

Contact Jim Gilbert for more details:



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