



REFER A FRIEND SCHEME – BAG A BONUS, GIFT A CAREER

TERMS & CONDITIONS:

Submission Process for Referrals: To qualify all referrals must be emailed to the recruitment team: recruitment@protectline.co.uk or submitted using the form on the Hub.

Discretion on Bonus Payments: If the above notification process is not followed, then we reserve the right to remove the bonus payment at the discretion of the Head of Recruitment & Onboarding

Eligibility Criteria for Referrals: To qualify for this scheme, the person you are referring must not already be in discussions with the Recruitment Team, e.g. a recent application or if we have received their details through other sources

Employment Requirement for Payment: In order to qualify for the payment, you and the person you have referred must be employed by Protect Line on the date the payment is due

Payments: The first payment of £1000 is processed in the payroll after the employee has been employed for 1 month. If the 1-month anniversary falls after payroll cut off, it will be processed the following month

The second payment of £500 is processed in the payroll after the employee has reached their 1-year anniversary. If the 1-year anniversary falls after payroll cut off, it will be processed the following month

Tax Implications: The payments will be paid in your salary, and therefore will be subject to tax at your normal rate

Applicability to Permanent Roles: This scheme only applies to permanent positions

Unlimited Referrals Allowed: There is no limit on the amount of people you can refer

Scheme Amendments and Withdrawal: Protect Line reserves the right to withdraw or amend the scheme at any time

Abuse and Disciplinary Consequences: Abuse of the scheme could result in disciplinary action, and loss of the bonus payment

Payment Eligibility Decisions: Decisions on eligibility of payments are determined by the Head of Recruitment & Onboarding