

We Love Our Referrers Bonus Program!

Date: _____

Employee Name: _____

Client Assigned to: _____ Phone: _____

Email Address for confirmation of referral: _____

Name of Candidate: _____

Phone: _____ Email: _____

Position Referred for: _____

Department: _____

Relationship to Employee (friend, family member, referred by 3rd party, or other):

I have read and understand Holden Temporaries Employee Referral Policy. I understand that if the candidate I referred is hired as a result of my referral, I will receive a bonus after the date the referral completes 200 hours of employment with Holden Temporaries, Inc.

Employee Signature: _____ Date: _____

You can email your form to: Jessica@holdentemp.com

Drop it off at the office or place in our secured mailbox.

FOR STAFF USE ONLY:

Date referral received at the office

Staff member that contacted referral:

Meets pre-screening:

Date Hired:

Date completed required hours:

Date bonus check issued

