



PEOPLEPLEASE CLIENT REFERRAL PROGRAM

Complete Documentation Package

Effective Date: August 1, 2025

CLIENT-FACING PROGRAM DESCRIPTION

Overview

Peopleplease appreciates your continued trust and partnership. As a token of our gratitude, we are thrilled to introduce our enhanced Client Referral Program, designed to reward you for referring other businesses that could benefit from our comprehensive PEO solutions.

How It Works

If you know of a company that could benefit from our full-service PEO solutions, simply refer them to us using our online referral form. If they sign a service agreement and meet the program requirements, you will be eligible for credit toward your Peopleplease invoice.

Reward Structure

You can earn administrative fee credits based on the number of worksite employees (WSE) in the referred client's company:

Proposed 2025 Program:

WSE Count	Credit Amount
1 – 4	\$500
5 – 10	\$1,000
11 – 20	\$2,500
21 – 50	\$5,000
51 – 100	\$7,500
101+	\$15,000



Referral Process

1. Complete the Client Referral Form on our website, providing all necessary information about the prospective client.
2. Our sales team will review the lead and contact the company referred to discuss our services.
3. Our sales representative will keep the referred client updated on the prospect's decisions.

Qualification Requirements

For a referral to qualify for a reward:

- Referred clients must not be an active prospect in our pipeline.
- The referred client must execute a service agreement.
- The client must ensure all invoices are paid promptly and in full.
- The client must remain in good standing for 90 consecutive days.

Payment Terms

- Credits will be processed within 90 days of the referred client meeting all program requirements.
- Credits will be issued against your Peopleplease invoice.
- Only one reward per referred client (first referral source receives credit)

Program Terms

- Peopleplease reserves the right to change or terminate this program at any time without prior notice.
- All disputes should be sent to Ravyn Caputo at rcaputo@peopleplease.com
- Referral rights are non-transferable.

Questions?

For questions about our Client Referral Program, please contact Ravyn Caputo, Marketing Manager at rcaputo@peopleplease.com.