

External Referral Bonus Program Terms & Conditions for Centrex Rehab

Last Revision Date: October 27, 2015

Please read carefully. By submitting a candidate for referral, you are agreeing to the following terms and conditions.

I. Objective

The External Referral Bonus program (the “**Program**”) offers a one-time referral payment to unaffiliated persons to help Centrex Rehab attract, hire, and retain the very best talent in the United States.

II. Individuals eligible for an external referral payment

You must be an individual person (i.e., not a business entity), and a legal resident of the United States who is at least 18 years of age to participate in the Program.

IV. Non-eligible candidates

You are not eligible for an external referral payment if the candidate you refer is a:

- Self-referral
- A recent or current contractor or provider of services to Centrex Rehab (if they have provided services to Centrex Rehab in the last 12 months)
- Former Centrex Rehab or ATS employee
- Recent or current applicant to Centrex Rehab (if they have applied to Centrex within the last 12 months)

V. Payment terms

If you are eligible to participate in the Program, Centrex Rehab shall pay you a one-time external referral payment in the amount of **\$1,000** (gross) for a referral if the referral results in a successful regular full-time hire, and such referred employee:

- Acknowledges he or she was referred by you
- Completes 100 days of continuous, active employment with Centrex Rehab
- Is in good performance standing at the end of such 100 day period
- Is still employed by Centrex Rehab at the time the external referral bonus is to be paid

You must complete and return IRS Form W-9 (and any other documentation that Centrex Rehab may require) in order to receive the referral bonus. This form will be supplied to you by Centrex Rehab once your referred candidate has started employment with Centrex Rehab.

Centrex Rehab will process the external referral bonus in approximately 30 days after the referred employee completes the 100 days of employment mentioned above, and you have submitted the required paperwork. Payments will be made on a 1099 basis, and paid by company check from Centrex Rehab.

VI. Process to refer candidates

To refer qualified candidates send the information listed below to staffingsolutions@centrexrehab.com

Referrals submitted any other way, that do not include all of the required information or that are not properly identified will NOT be eligible for this Program.

To be eligible for an external referral bonus, you must provide the following at the time of your initial submission:

- Your name and contact information (phone number and email address)
- The potential candidate's full name
- The potential candidate's contact information (phone number and email address)
- The position to which you are recommending him/her
- The reason(s) this candidate is qualified for the position
- The potential candidate's resume (and other documents, if applicable)

VII. Tax Liability

External referral bonuses are paid pre-tax from Centrex Rehab. You are solely responsible for paying appropriate state and federal taxes on any payment received. Centrex Rehab will report referral payments to the appropriate tax authorities.

VIII. Additional information, rules and guidelines

1. Positions qualifying for Centrex Rehab's external referral bonus program are limited full-time Physical Therapist positions listed on the careers page of centrexrehab.com at the time of your referral.
2. In the event that more than one person refers the same candidate and such candidate is hired by Centrex Rehab, the external referral bonus will be awarded to the first referrer as determined at Centrex Rehab's sole and absolute discretion.
3. You must be at least eighteen (18) years old at the time you make a referral to participate.
4. You must reside in the United States and have a valid social security number to participate.
5. This external referral program is effective as of October 28, 2015 and will extend until further notice from Centrex Rehab.
6. The terms and conditions of this external referral bonus program are subject to change or termination at any time in Centrex Rehab's sole discretion.

7. You agree that Centrex Rehab's total liability under this agreement for any cause of action relating to the subject matter of this agreement (regardless of nature such claim) is the lesser of your actual, direct damages or \$100.
8. Please email staffingsolutions@centrexrehab.com with any questions.

By submitting a referral you are agreeing to the terms and conditions outlined by this program