New Referral Bonus

DATE: November 29, 2022

TO: All staff

FROM: Human Resources

SUBJECT: New Referral Bonus Program

We are excited to announce the official launch of a new referral bonus program effective 12/1/2022. This program will extend through the end of the 1st quarter of 2023 (3/31/23). The details of the new program are as follows:

For all Skilled Technicians*, Plumbers, and Electricians referred the following payouts will take place:

- The referring employee will receive a $1,000 bonus
  - $500 received on the 90th day of employment
  - $500 received after 6 months of employment
- The new employee will also receive a $1,000 bonus
  - $500 received on the 90th day of employment
  - $500 received after 6 months of employment

If you have any questions, please reach out to anyone in the HR department or email them at HR@ProTec.com.

**Skilled Technician is defined as a minimum 2 years' experience in at least 2 trades.*

DETAILS:

Starts: December 1, 2022

Finishes: March 31, 2023