



Do you know someone that would be a great fit for our team? Refer them today and be eligible to earn the following incentives!

For Full-Time Openings:

✓ \$100; Awarded if the referral is hired, following their first day

✓ \$200; Awarded following the referral's 90-day anniversary

For Part-Time Openings:

✓ \$25; Awarded if the referral is hired, following their first day

✓ \$50; Awarded following the referral's 90-day anniversary

For a list of all our open positions visit our website, [www.evergrofs.com](http://www.evergrofs.com) and click 'Careers' or follow this direct link: [EverGRO - Careers](#)

## Employee Referral Form

Employee Name:		Date:
Referral's Name:		
Referral's Phone Number:		
Referral's Email:		
Position(s) you're referring them too:		
How do you know your referral?		
Employee's Signature:		
HR Signature:		Date Received:
<p><b>Eligibility Requirements:</b></p> <ul style="list-style-type: none"> <li>- Referral form must be submitted to HR prior to the individual being considered and interviewed for the open position</li> <li>- Any family member must be reviewed and approved through the General Manager and HR before being considered to assess potential conflicts of interest</li> <li>- Employee Referral bonus incentives will be paid out on the next payroll cycle following the referral's start-date. This is considered taxable income (bonus).</li> </ul>		



**FOR HUMAN RESOURCES PURPOSES**

Was Referral Hired:	YES/ NO
Role Hired For:	
Start Date:	
Did Referral Start? If so, what date:	YES                      DATE: NO
Referral Bonus Awarded:  Amount: _____	YES/ NO
Payroll Check Date Awarded:	
HR Signature:	<i>Bianca L Potter</i> DATE:
2 <sup>nd</sup> Referral Bonus Awarded:  90-Day Date: _____  Amount: _____	YES/NO
2 <sup>nd</sup> Payroll Check Date Awarded:	