



Trew Placements

A Division of Trew Solutions (Pty) Limited
Reg. No. 2002/009010/07
Vat No. 4340203985

TERMS & CONDITIONS OF BUSINESS

Trew Placements offers a professional service for placements on a permanent and consultancy basis for Junior, Middle, Senior and Executive Managerial personnel.

Candidates are introduced to clients and recruitment assignments are accepted on the following conditions:

Consultancy fees are invoiced on the appointee's commencement date and are payable within **7 (seven)** days after the appointee commencing employment, in order to validate our guarantee.

Fees are levied as follows:

% of Annual Salary	Monthly cost to Company	Guarantee
12.5% up to	R7999.00	90 days
15% from	R8000.00 to R14 999.00	90 days
17.5%	R15 000.00 plus	90 days

In the case of Executive Search, Trew Placements requires 20% of the fee to be paid on Commencement of the assignment, 30% on the candidate being interviewed by the client and the balance of 50% on appointment.

Important Notes:

- The above fees shall include all normal advertising costs. However, should any specialist or display advertising be required, this shall be for the client's account, subject to the condition that such expenditure is authorised by the client company.
- Should the appointee be employed on any combination of a basic salary, incentives, company car, car allowance, commission, ex gratia payments or monetary gifts, the fee will be calculated on the total forecasted earnings for the first 12 (twelve) months. No fee is payable should the appointee fail to commence work. A consultancy fee will be levied on any client who appoints a candidate within 1 (one) year of the original introduction or re-introduction of that candidate.
- All candidates appointed through Trew Placements are conditionally guaranteed for a period of 90 days from date of employment. Should the appointee fail to fulfil the job requirements, and for reasonable reasons have his / her employment terminated during the first 90 days, Trew Placements undertake to replace him / her free of charge. Failing to find a suitable replacement within the 90 day period, a credit of 50% will be granted against the next placement fee. This guarantee specifically excludes redundancy, job misrepresentation and unfair dismissal. **In order to validate the guarantee, full payment of the fee must be received within 7 (seven) days from commencement date.**

Helping You Manage Your Placements



Enquiries: Tel: +27 11 475 1561 Fax: +27 11 475 1562 Email: placements@trew.co.za Web: www.trew.co.za P.O. Box 842, Honeydew, 2040

Members: Mathew Bland Tel: 083 229 1345 Email: mathew@trew.co.za Robson Wurayayi Tel: 083 226 7011 Email: robson@trew.co.za



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- Should a candidate, initially introduced by Trew Placements to a client, be appointed and employed in a position other than the job title in the original assignment, the consultancy fee will be payable in full. Furthermore, should a candidate be employed by an associate company elsewhere in South Africa, or in any other country, the client originating the assignment, will be liable for the full consultancy fee, unless the third party has agreed to pay the fee.
- In addition to the normal consultancy fee payable, all direct expenses incurred during an assignment will be for the client's account. No such cost will be incurred on behalf of any client without specific prior arrangement.
- Interest will be charged on overdue accounts.
- Trew Placements is acting as an agent for the client company and NOT as a principal herein and, although every effort is made to screen and reference check all applicants, Trew Placements, accepts no responsibility for any damages suffered by the client company as a direct result of the introduction and / or appointment of any applicant.

Any engagement of the candidate introduced by Trew Placements will signify your acceptance of these conditions.

ACCEPTANCE OF TERMS

I, _____ on behalf of _____

_____ (Designation) hereby accept the Terms & Conditions as

outlined above.

Signed:

Date:

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