



Refer-A-Friend Programme

This page (together with the documents referred to on it) tells you the terms and conditions on referrals.

1. Open to existing Retained / Managed Services Clients of Catherine Kane Associates (the 'referrer').
2. To make a valid referral, you must complete the web form at <https://www.catherinekaneassociates.co.uk/referafriendcontactform>
3. Referrals will only be accepted if the referred company is not already in conversation with Catherine Kane Associates via any other marketing channel.
4. To constitute a successful referral, the referred business must sign an agreement for one of Catherine Kane Associates retained contracts/ Managed Services Agreements.
5. Referral Rewards will only be paid/ made available on valid referrals, once the new client has signed a contract to become a Catherine Kane Associates client.
6. Referral payments will be paid by cheque to the individual making the referral.
7. Referral payment to a charity will be made using 'Gift Aid' and a confirmation email will be sent to the Referrer confirming payment has been made.
8. Please allow 90 days for these monetary awards to be dispatched.
9. One day HR consultancy will be made available to the Referrer to use within 12 months of the signed agreement with the referred business.
10. Catherine Kane Associates reserve the right to edit or withdraw this scheme at any time.