

# External Referral Program „Root for Your Friends in IT“

## Terms & Conditions

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

### 1. Objective

External Referral Program „Root for Your Friends in IT“ (the “Program”) offers a one-time referral prize to persons unaffiliated with UAB TeleSoftas (“Telesoftas”), to help TeleSoftas attract, hire, and retain the very best talent in Lithuania. Effective 2021-05-17 – 2021-06-20 referrals are valid for 4 months from the date of submission.

### 2. Individuals eligible for an external referral payment

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

### 3. Individuals not eligible for an external referral payment

The following people/entities are not eligible to participate in this program:

1. Current TeleSoftas employees and their immediate family members;
2. Staffing/recruiting agencies or consultants, or any employee or consultant of a third-party to whom TeleSoftas is contractually obligated to pay a fee for the hiring of an individual referred by, or working for, such third-party.

### 4. Non-eligible candidates

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

1. Self-referral;
2. Candidate who has already been referred by a current TeleSoftas employee in internal referral program;
3. Current applicant to TeleSoftas (if they have applied to TeleSoftas within the last 12 months);
4. Recent or current employee;
5. Former TeleSoftas employee who has left the company within the last 12 months;
6. Family member of a current TeleSoftas employee.

## 5. Terms of granting a prize

1. If you are eligible to participate in the Program, TeleSoftas shall grant you the prize - 200 Eur value PC AKROPOLIS gift card (the "Prize") for a referral, if the referral results in a successful regular fulltime hire by signing a hiring agreement.
2. Within 14 days after the referred employee signs a hiring agreement TeleSoftas will inform the winner about the win by email provided on registration .
3. Prize could be reclaimed only when a referred person starts his/her job at TeleSoftas;
4. If the referred employee decides to terminate the contract before starting the job, Prize is canceled and is taken back to the prize fund.
5. Prize should be reclaimed in 30 days after the information about the prize prepared to reclaim is received.
6. Prize should be reclaimed in Telesoftas office. Address: Kaunas, Savanoriu ave. 178.
7. Upon reclaiming the Prize a winner has to sign a Prize acceptance - transfer act and leave data as: name, last name and signature.

## 6. Process to refer candidates

1. Referral information will be submitted through <https://app.drafted.us/c/TeleSoftas>;
2. 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.
3. To be eligible for a Prize, you must provide the following at the time of your initial submission:
  - o Your name and contact information (phone number and email address)
  - o The potential candidate's full name and last name
  - o The potential candidate's contact information (phone number and email address)
  - o The position you are referring to.

## 7. Additional information, rules, and guidelines

1. Positions qualified for the TeleSoftas external referral program are listed on the external referral program page: <https://app.drafted.us/c/TeleSoftas>;
2. In the event that more than one external person refers the same candidate and such candidate is hired by TeleSoftas, the Prize will be given to the first referrer based on the time stamp of the submittal;
3. Please email [marketing@telesoftas.com](mailto:marketing@telesoftas.com) with any questions.

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