



Client Referral Form

Client Referral Guidelines

1. To refer a potential Client, please complete this form and return it to your Pyramid Technical Recruiter or Account Executive.
2. You are eligible for a referral award only when you refer external candidates.
3. If the client you refer hires a Pyramid Candidate, you will receive a referral award* after the new employee has worked for or at the client for 90 days.
4. Employees involved in the hiring decision for a particular position are not eligible for referral awards for that position.
5. Only one referral award can be given per client. If a client is referred by more than one individual, the first referral received will be the one rewarded if the candidate is hired.

Personal Information

Name: _____ Date: _____

E-Mail Address: _____ Telephone Number: _____

Referral Information

Client Name: _____

Contact Name: _____ Date: _____

E-Mail Address: _____ Telephone Number: _____

Position Referred For: _____

Additional information:

For Internal Use Only

Date Received: _____ Interviewed? _____

Hired? _____ Award Date: _____

