

TERMS AND CONDITIONS OF REB PERSONNEL (PTY) LTD for PERMANENT STAFF

1. **REB Personnel's guarantee** is validated upon receipt of full payment for services rendered and invoiced and the **guarantee period is 60 days** from date of employment (if payment is received **within 30 days** of appointment).
2. **REB Personnel** make no charge to the Client until the Client actually employs a successful candidate and the Client will only be invoiced once the candidate starts work.
3. In the event of any candidate being offered and accepting any work from the Client within a period of six months of being introduced to the Client, **REB Personnel** will be entitled to charge a placement fee.
4. In the event of a Client forwarding details of the candidate to an associate company or third party, who in turn employs the candidate, **REB Personnel** shall charge the Client in the first instance unless prior arrangements are made with the third party.
5. In the event that the candidate leaves your employment within the guarantee period for any other reason other than retrenchment, disablement, death or any unfair labour practice, **REB Personnel** offers to find a suitable replacement candidate within a period of 30 days from the date of written notification to ourselves. **This guarantee is conditional on payment of the original Invoice within 30 days.**
6. The engagement of a candidate introduced by **REB Personnel** to the Client, will be deemed as acceptance of these Terms and Conditions.
7. An invoice, dated on the date of commencement of employment of the recommended candidate, will be presented, the payment of which is due **within 30 days**. Failure by the Client to ensure that the full fee is received by **REB Personnel within 30 days** of the candidate's starting date, will **invalidate** the guarantee, while the full fee will remain payable.
8. Please be advised that interest at the Prime Lending Rate will become due on outstanding amounts from 30 days onwards.
9. The **fee structure** offered by **REB Personnel** is **12.5%** (negotiable) of the candidate's **annual CTC (cost to company) salary** (this package is deemed to include all benefits) and 14% VAT will be applicable on the Invoice.
10. **Please take note that a settlement discount of 10%** on the total amount on the Invoice is offered when payment is received **within 7 days** of date of Invoice.
11. Feel free to contact the relevant Consultant for our original Terms and Conditions (to be completed and returned) or if you need our Terms and Conditions for contract or temporary employees.