



Help Wanted, Incorporated  
5001 American Blvd West  
Suite 735  
Bloomington, MN 55437  
[staff@helpwantedinc.com](mailto:staff@helpwantedinc.com)  
[www.helpwantedinc.com](http://www.helpwantedinc.com)

Phone: (952) 831-5767

## PERMANENT PLACEMENT CONTINGENCY FEE SCHEDULE

Placement fees are payable on a contingency basis. This means that the following fee is charged to your organization, or any organization that you refer our candidate to and subsequently engage their services in any capacity (hire, employment, independent contracting, or project based, and temporary employment, etc.). This fee also applies to referrals by the original candidate or other candidates for any available position with your organization. The window of time where a fee becomes chargeable is within 12 months of the most recent activity on behalf of the candidate by Help Wanted, Incorporated. Any manner or means of communication revealing the candidate's identity is considered a referral. All fees are employer paid.

All candidate referrals are made on a *confidential basis* and your organization shall hold Help Wanted, Incorporated harmless from any liability resulting from your organization's unauthorized disclosure or misuse of information regarding any candidates or their candidacy.

Help Wanted, Incorporated does not guarantee the performance of any candidate or the accuracy of information provided regarding a candidate, and disclaims any responsibility for claim, loss, or liability as a result of a candidate's acts or omissions. Help Wanted, Incorporated urges your organization to conduct such investigations as it deems necessary.

*Help Wanted, Incorporated does not discriminate in referrals, or consent to discrimination by its clients, against any candidate on the basis of race, color, creed, religion, national origin, sex, marital status, sexual orientation, status with regard to public assistance, disability or age.*

### **EMPLOYER PAID FEE SCHEDULE**

Fee is equal to 30% of the annual compensation

30% of the total estimated, gross first year's compensation, including estimated commissions and bonuses, and any signing bonus.

### **BILLING TERMS & GUARANTEE**

Placement fees are billed at the time of mutual hire of one of the referred candidates. Your organization agrees to pay all placement fees within 10 days after the candidate's start date. Interest of 1.5% per month will be charged on unpaid fees more than 30 days past due. Your organization agrees to reimburse Help Wanted, Incorporated for all reasonable costs of collection, including attorney and litigation fees.

Help Wanted, Incorporated provides a 90 day replacement guarantee. In the event the employment of a candidate referred to your organization lasts less than 90 calendar days, and provided that all fees relating to such referral have been paid as due, we will attempt to refer a replacement candidate for the same position at no additional charge. Help Wanted, Incorporated obligation under this agreement is limited to attempting to find a replacement candidate. No refund will be made if your organization hires a replacement from any source, or if you are no longer actively seeking to fill the position. Help Wanted, Incorporated must be informed within five days of candidate's separation. This Guarantee shall be your sole remedy. This provision shall not apply if the candidate is laid off for lack of work, or resigns because your organization has significantly modified the candidate's job duties or assigned him or her to another position.

**Acceptance of a referral from Help Wanted, Incorporated constitutes implied agreement to the terms and conditions of this Fee Schedule**