

Xcelerate Recruitment
Terms & Conditions

Agreement is made between the employer (hereinafter referred to as "The Client" and **Xcelerate Recruitment** hereinafter referred to as "The Company")

Fee Structure:

1. Permanent Placements -

	<u>Basic salary</u>	<u>Fee Level</u>	
Salaries up to:	€24,999 p.a.	15%	Once Off Fee
Salaries from:	€25,000.00 to €49,000 p.a.	20%	Once Off Fee
Salaries exceeding:	€50,000 p.a.	25%	Once Off Fee

2. Contract Placements –

	<u>Basic salary</u>	<u>Fee Level</u>	
Salaries up to:	€24,999	35% p.a.	Paid Monthly
Salaries from:	€25,000.00 to €49,000	30% p.a.	Paid Monthly
Salaries exceeding:	€50,000	25% p.a.	Paid Monthly
All Expenses are re-chargeable as incurred		15% p.a.	Paid Monthly

Payment terms are strictly 7 days after the candidate's actual starting date. Fee levels are based on basic salary only. **Fees are subject to V.A.T.**

All candidate details are passed to The Client on a confidential basis. These details cannot be passed on to any other party without the express permission of The Company and the client undertakes not to approach the candidate independently after the initial introduction is made. Should the candidate be employed by The Client for any position within 12 months after the initial introduction by The Company, The Client will be obliged to pay the full recruitment fee to The Company should a candidate, introduced to The Client by The Company, be passed on to a third party by The Client with a resulting engagement of said candidate, then The Client will be liable for the original fee.

○ **Refund Policy**

In the case of an unsuccessful placement (agreed by both parties) The Company will negotiate a refund (less €635 administration fee) on a scaled basis of 100% up to one month, 50 % 1-2 months and 25% in month 3 provided that all monies due are fully paid up. Refunds will not apply after 3 months.

Whilst every effort is made to ensure the suitability of all candidates introduced, no responsibility can be accepted for any loss, expense, damage or injury however occasioned. The Company gives no guarantee as to the suitability of any employee(s) for any employment by The Client and shall not in any circumstances be liable for any act, omission, error or default of the employee. To avoid any conflict, The Client should always check references of candidates.