



New business referral program

Growth is essential to our success. To help FirstService Residential expand our footprint, we need your help.

Do you have connections with board members/trustees who are not currently our clients? Perhaps in your neighborhood or even your own community?

Each time an associate submits an eligible referral, you will earn a **\$25 Amazon gift card**. If the qualified referral leads to a presentation to the board, you will earn an additional **\$50 Amazon gift card**. But that's not all. If your referral results in an executed management contract, you will receive a commission valued at 1%, 1.5%, or 2% of the first year management fee, not including pass-through payroll. The percentage will be based on the associate's involvement in the sales process.

An eligible referral consists Of the following:

- Community name
- Board member name
- Community address
- Board member email address and phone number

A referral is not eligible if:

- The board member's name, phone number or email address already exists in our database

How to get started:

- Associates can submit referral information via the **New Business Referral Submission Form**.

Questions:

- Email sales.east@fsresidential.com



Scan here!



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Terms and conditions

- Any associate eligible for an annual bonus based on growth as part of their compensation package does not qualify for rewards outlined as part of the New Business Commission Policy.
- All lead referrals must be for new clients.
- Associates are only eligible for new a business referral commission if the management contract is executed within 12 months of the receipt of the referral form.
- The business development team will follow its defined process for qualifying the lead. A lead is considered qualified if it fits within the region's target and pursuit strategy.
- The \$25 Amazon gift card will be sent electronically to the associate within 30 days once a lead is qualified.
- The \$50 Amazon gift card will be sent electronically to the associate within 30 days of the board presentation.
- The referral bonus will be paid to the associate after 30 days following the start of our management agreement, which is based on the payroll schedule.
- In all instances, the referring associate must be employed by FirstService Residential at the time payment is made.
- If more than one associate submits the same referral, the bonus amounts will be allocated at the discretion of senior management.
- All monetary referral bonuses are subject to applicable payroll taxes.
- Contact the Business Development team with any questions: sales.east@fsresidential.com