



# IT PAYS TO HAVE FRIENDS!

## TEAM MEMBER REFERRAL PROGRAM

We believe one of the best methods for hiring new team members is through recommending high performing applicants for job openings by current team members. The following policy exists to reward team members for referring qualified candidates.

### POLICY

If a current team member\* with Oki Golf refers an applicant for employment and that applicant is hired and employed with the company for a minimum of (60) sixty days, in good standing, the referring team member will receive one of the following rewards:

- **Two Guest Passes for Golf (Home Course)**
- **\$100 Oki Gift Card**
- **\$100 Cash**

\*The following groups are exempt from participating in the referral program:

- A Human Resources team member
- A team member referring an applicant to work directly for him or herself
- A team member referring a prospective candidate already referred or working temporarily at Oki Golf through a staffing agency
- A team member referring a former Oki Golf team member

### PROCEDURE

The current team member completes this form at the end of 60 days, obtains manager's approval and submits form to Payroll to redeem award of their choice. Requests for referral payment must be submitted within 90 days of eligibility for award.

#### AWARD OF CHOICE:

New Team Member: \_\_\_\_\_

Department: \_\_\_\_\_

Date Hired: \_\_\_\_\_

Referring Team Member: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Manager: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR DETAILS, EMAIL  
RECRUITER@OKIGOLF.COM  
OR CALL (425) 646-6976.