

## Finder Fee Agreement

On 11/1/2011 we are implementing a finder fee program. If interested, let us know and we will send you the agreement. Please also provide feedback to us at [jobs@tjd3.com](mailto:jobs@tjd3.com).

This document explains our referral fee program. While putting this together we wanted to frame it in a way that there is mutual trust between us and the referral contact and the consultant. Therefore we had the following in mind when we designed it:

- We wanted to make the fee attractive enough that you would take time to send us the consultants you work with and trust and have good skills.
- We didn't want to 'spam' consultants with job openings without their consent
- We wanted to make the finder fee program auditable so that you can view from time to time the consultants you referred in to us to make sure that we are holding up our end of the deal.

Why we want this data:

- Staffing projects with the right consultants can be challenging. You have to get the consultant when they are available; it has to fit in rate wise, skill wise, and geographically. Getting the right person on the job, with the right attitude, honesty and commitment is even more challenging. There are a lot of consultants out there, but there are a few bad apples as well. We want to provide the best consultants to our customers. Good consultants know other good consultants.

Compensation:

- \$500 paid 30 days after the consultant starts, provided the contract is at least 4 weeks in duration (\$300 for a 3 week duration, \$200 for a 2 week duration and \$100 for a 1 week duration)
- In addition, \$2/hr referral fee, to be paid within 7 days after payment is received from customer.
- The fees are good for 3 years from the date entered into our database. If they work 1 project or 10 projects for us in that time period, the fees are eligible to be paid out.
- You are not eligible if we already have that consultant in our database. If you submit a consultant, and we already had them in our database, we will let you know that and show you the record of when that consultant was entered into our database. If we do not, we'll let you know that as well.
- Do not take a data dump of a job board. We can do that. We're looking for consultants you know and would work with again. Also, please get their permission by inviting them to our linked in group first.

You will receive regular email workflows when payment is initiated, when the consultant charges their time, and when the payment is received from the customer.

What kind of consultants we want submitted:

- Consultants you know and have worked with and have done good jobs on projects.
- Anyone within the IT business software community. SAP, Oracle, Java, Salesforce, etc.
- Provide name, skillset, how well you know them, and email.

How it works:

We built our T&E module with finder fees in mind.

Below you will see a subsection of the consultant record:

Contact Detail		<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Clone</a> <a href="#">Request Update</a> <a href="#">Enable Self-Service</a> <a href="#">Work with Portal</a>	
Contact Owner	<a href="#">Tom Duffy (Change)</a>	Phone	(617) 233-9042
Name	Marcus Fischer	Mobile	(617) 233-9042
Account Name	<a href="#">TJD Solutions, Inc.</a>	Reports To	<a href="#">View Org Chart</a>
Title		Lead Source	
Linked In profile		Referral	<a href="#">Bob McQuinn</a>
contact_type	TJD Employee		
Twitter			
Current Job			
Website			
Made Linked in request	<input type="checkbox"/>		
LI Accepted	<input type="checkbox"/>		

For Consultant Marcus, circled about is referrer Bob, who works for King.

▼ Supplier Information			
Supplier	<a href="#">Palma Associates, Inc.</a>	Contract Date with Supplier	3/4/2011
Pay Rate	\$150.00		
▶ Customer Information			
▶ Owner Account Section			
▶ Estimate Information			
▼ Finder Fee			
Finder Fee Partner	<a href="#">King Solutions</a>	Finder Fee Per hour	\$2.00
Total Finder Fees due	\$0.00	Finder fee flat fee	\$500.00
Total Finder Fees To Date	\$0.00		

Our consultants charge a project code. Above, we enter in the flat fee and \$2 per hour finder fee.

▼ Supplier Invoice Section			
Supplier	Palima Associates, Inc.		Supplier Invoice Reference
Total Expenses	\$0.00		Fully Paid <input type="checkbox"/>
Labor Amount	\$6,000.00		Amount Open to Pay \$6,000.00
Total Amount	\$6,000.00		Amount Paid
ACH Payment Released	<input type="checkbox"/>		Date Paid To Supplier
Timesheet Attached	<input type="checkbox"/>		Confirmation(SAP)
▶ Customer AR Invoice Section			
▶ Commission Section			
▼ Finder Fee section			
Finder fee partner	King Solutions	Finder Fee Due-Rollup	\$0.00
Finder Fee Amount	\$80.00	Finder Fee Due	\$0.00
QB Invoice-expenses		Finder fee invoiced on	
Finder Fee paid on		Email for Finder fee	
▶ Incentive Fee			
▼ Time entry			
Total Hours	40.00	Total Hrs (Category)	0.0
Sunday Hours		Blueprint Hours	
Monday Hours	8.0	Configuration Hours	
Tuesday Hours	8.0	Development Hours	
Wednesday Hours	8.0	Production Support Hours	
Thursday Hours	8.0	Project Prep Hours	
Friday Hours	8.0	Training Hours	
Saturday Hours			

When the consultant charges their time, the finder fee amount is calculated and stored on the T&E record. Also it keeps track of total fees to date, total fees due.

Finderfee Unbilled Example <a href="#">Edit</a>   <a href="#">Delete</a>   <a href="#">Create New View</a>													
New Time and Expense <input type="text"/>													
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other													
<input type="checkbox"/>	Action	Time & Expense N...	Finder fee partner	Total Hours	Consultant	Finder fee invoice...	Finder Fee paid on	Finder Fee Due	Week ending date	Date Paid To Sup...	Date Payment Rec...	QB Invoice	Finder Fee Amount
<input type="checkbox"/>	Edit   Del	Marcus	King Solutions	40.00				\$0.00	10/22/2011				\$80.00

You will have access to view finder fees in our portal above,

From: no-reply@salesforce.com on behalf of [redacted]  
 To: [redacted]  
 Cc: [redacted]  
 Subject: Finder Fee Earned \$80.00 for week ending 10/22/2011

Dear Partner,

You have earned a finder fee this week in the amount of \$80.00. This is for consultant 's time of 40 hours for week ending 10/22/2011.

You will receive another mail when it payment has been made and therefore due to you.

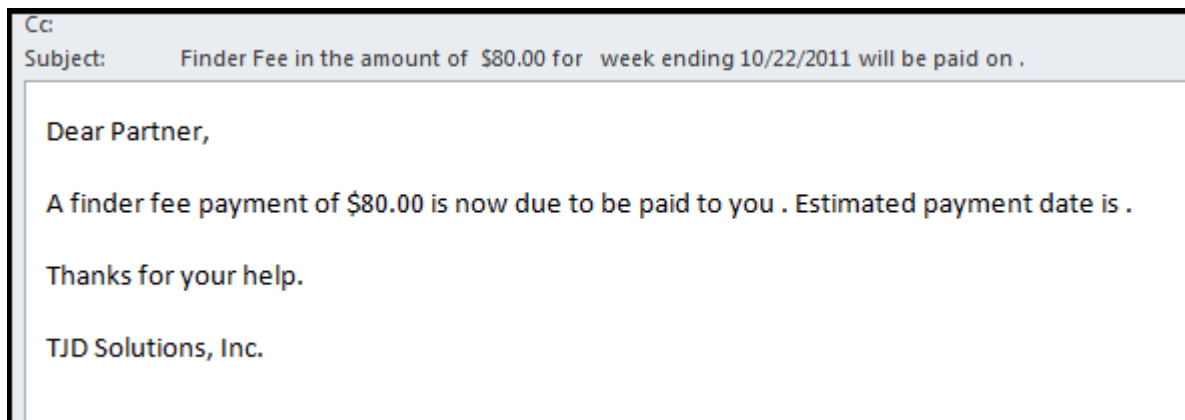
Thanks for your help.

TJD Solutions, Inc.

An email is automatically triggered when the time recording occurs, as shown above.

▼ Customer AR Invoice Section			
Customer		Total AR Invoice Amt	\$8,800.00
End Customer		Labor_Billing	\$8,800.00
QB Invoice		Labor_Billing	\$8,800.00
Intercompany Invoice		Date Payment Received	10/18/2011
Date Invoice Sent		Date Billed	
Customer PO		Amount Received	
Customer Billing Instructions			
▶ Commission Section			
▼ Finder Fee section			
Finder fee partner	King Solutions	Finder Fee Due-Rollup	\$80.00
Finder Fee Amount	\$80.00	Finder Fee Due	\$80.00
QB Invoice-expenses		Finder fee invoiced on	
Finder Fee paid on		Email for Finder fee	

When payment is received from the customer, the amount of finder fees due increases.



...and an email informs you that you are due a finder fee.

FinderfeepaidExample												
New Time and Expense												
Action	Time & Expense N...	Finder fee partner	Total Hours	Consultant	Finder fee invoice...	Finder Fee paid on	Finder Fee Due	Week ending date	Date Paid To Sup...	Date Payment Rec...	QB Invoice	Finder Fee Amo
<input type="checkbox"/>	Edit   Del   <a href="#">Macrog</a>	King Solutions	40.00		10/18/2011	10/29/2011	\$0.00	10/22/2011	10/19/2011	10/18/2011		\$80.00

When the fee is paid to you , or schedule to be paid, it is recorded and updated.