Recommend a friend –

full time employment

Date:

I, work in the Department on a full time basis and recommended my friend for a full time position at The Landmark Hotel.

If your friend is offered and accepts a full time permanent position at the Landmark London, and the following terms and conditions are met, you will receive the following:

1. £150 (one hundred pounds) after successful completion of the 13 week probationary period

2. £150 (one hundred pounds) after 6 (six) months continuous and active service

Please note payment will only be made:

* If your friend recommendation is communicated to HR team at the time of the application
* If you and your friend are both in active permanent employment at the hotel.
* If neither is in a period of notice
* If the new starter is not on an extended probationary period

|  |  |
| --- | --- |
|  |  |
| Employee Signature: | Date: |
|  |  |
| HR Signature: | Date: |

|  |
| --- |
| **To be completed by HR** |
| Referred person: | Department: |
| Position: | Start Date: |
|  |  |
|  |  |