

Terms and Conditions Client/Third Party Referral Program

1. Once a referral is successful, Compass Offices will provide the referrer with a reward as set out on Compass Offices' webpage under "Office Space Referral Rewards" (the "Reward List").
2. Referrers can only receive the rewards available in the referrer's country.
3. Submission of a referral indicates acceptance of these Terms and Conditions.
4. A referral will be considered successful only if: a. the referrer complies with all conditions herein and all conditions listed in the Reward List; b. the referee executes a service agreement with Compass Offices; and c. the referee pays the initial payment required under their service agreement.
5. Referrals must be for a new contract. Referrals cannot be for a sister company or a colleague working for the same company. One award per referred company only. If there are multiple referrals of the same contact/company, only the first referral received will be eligible for the reward.
6. Referrals cannot be made retrospectively. All referrals must be submitted before the referee contacts Compass Offices itself. The referrer must advise the referee of the referral in advance. The referral will only be accepted if the enquiry has not previously been entered into any Compass Offices system.
7. Clients are not eligible for this promotion as referrers if they are in arears.
8. The promotion is a non-tax paid program. Individuals are responsible for declaring any prizes to their local tax authority if required and paying any tax liability arising from receipt of any prizes.
9. Employees of Compass Offices and their immediate families are not eligible to take part in the Compass Office Referral Program.
10. The reward is as stated and as valid at the date the referral is made. The reward is not redeemable for cash. Compass Offices may elect to provide alternative reward(s) of a broadly equivalent value if the specified reward is not available.
11. This program cannot be combined with any other Compass offices promotion.
12. This referral program is solely run by Compass Offices and there are no partnerships with the merchant(s) mentioned in the promotions.
13. Any dispute concerning this program will be resolved by Compass Offices in its absolute discretion.
14. Neither the program nor any benefit offered by the program creates, constitutes or gives rise to any legal or contractual rights against Compass Offices.
15. Compass Offices may amend or withdraw the Reward List and these Terms and Conditions at any time.