

To: Our Local Sports Clubs

From: Mark Hamilton

Date: 9 September 2015

FITTER REFERRAL PROGRAM

At Stegbar, part of the JELD-WEN group of companies, we pride ourselves on almost 70 years of delivering quality products and exceptional service to our customers.

To meet our recent sales growth we need to increase our contract installer force.

I am pleased to announce the introduction of a contract fitter referral program.

If you as a Sporting Club, are able to refer someone who would add to our professionalism and become a contract installer in our team we will pay you \$500*.

Conditions for eligibility apply:

- The candidate must
 - have skills that complement the installation of Stegbar products
 - meet all our normal contractor contract conditions
 - successfully complete the installer training program.
- After completing the installer training program and after the six month anniversary of the new candidate installing Stegbar products unsupervised, we will pay the referring sports club \$500.

If you have any questions please contact me direct on 03 9765 3400.

Regards

Mark Hamilton
General Manager

*Refer Terms & Conditions

REFER-A-MATE & CELEBRATE PROGRAM TERMS & CONDITIONS

- ▶ Stegbar reserves the right to modify or amend at any time these Terms and Conditions and the methods through which Rewards are earned. Stegbar reserves the right to disqualify any User (defined below) at any time from participation in the Program if he/she does not comply with any of these Terms and Conditions
- ▶ No part of the Program is directed to persons under the age of 18. IF YOU ARE UNDER 18 YEARS OF AGE, PLEASE DO NOT USE OR ACCESS THE PROGRAM AT ANY TIME OR IN ANY MANNER
- ▶ Users must only provide personal information about their friends and family members where their friend or family member has consented to the provision of their personal information in connection with the Program

An eligible Referrer must

- ▶ Be a legal resident of Australia
- ▶ Be at least 18 years old
- ▶ **Have obtained** the consent of the Referee to provide their details, including personal information, in connection with the Program. The Referrer must not provide the contact details of any party who does not consent

An eligible Referee must

- ▶ Be a legal resident of Australia
- ▶ Be at least 18 years old
- ▶ Have or be willing to register a Pty Ltd Company
- ▶ Possess or be willing to take out a public liability policy for \$10 million
- ▶ Possess or be willing to purchase a white long wheel based van
- ▶ Be willing to have and be reimbursed for Stegbar branding on your vehicle
- ▶ Have or be willing to purchase your own tools to get the job done

How the Program works

- ▶ To participate email your name, email and mobile phone number and the name, email and mobile phone number of a mate to AU_DLStegbarVICContractorReferral@stegbar.com.au

What should my friend do when they are referred?

- ▶ Nothing we will contact them
- ▶ Following referral your friend will be contacted by a Stegbar Logistics Team member to discuss eligibility
- ▶ Following this should they be eligible they will be invited to a group presentation and interview

What qualifications should my friend have to get referred?

- ▶ Preferably a trade qualification or who has appropriate skills and experience as well as the appropriate equipment (or will get it)

When can I get my referral bonus?

- ▶ After the referee satisfactorily completes their induction and training and then does six months of continual service, Stegbar pays the respective referrer \$500. (Training is generally 4 weeks)
- ▶ **The referral bonus will be paid to the referee via cheque**

How long will the referral program last?

- ▶ We are always looking for quality installers to represent our brand and deliver exceptional customer service and locally made products. The referral program has no current end date but Stegbar reserves the right to end the program and will respond via email to applicants should this occur.

How many friends can I refer to get the bonus?

- ▶ How many friends do you have?
- ▶ Generally we are training a maximum of four installers at a time

How do I get paid?

- ▶ Sporting organisations will receive their \$500 payment upon receipt of a tax invoice to Stegbar
- ▶ Contractors will receive their \$500 payment upon receipt of a tax invoice to Stegbar
- ▶ Staff will receive \$500 worth of Coles/Myer vouchers

Stegbar is a JELD-WEN Australia company. ACN 007 090 280 ABN 52 007 090 280

For further information please contact: Mark Hamilton, Stegbar, 949 Stud Road, Rowville, Victoria, Australia; Telephone: 03 9765 3400, Fax: 03 9763 2686; stegbar.com.au