

**EMPLOYEE
REFERRAL
BONUS**



Castle Employee Making Referral:

Castle Employee Referred and Hired:

_____ Hire Date _____

Referral Bonus of \$200 (paid in \$100 increments – first half at hire and second half after referred employee reaches 90 days)

\$100 paid to _____ Date _____

\$100 paid to _____ Date _____

In order to be eligible for referral bonus, please complete and turn in to Human Resources department for processing.

Approved by Human Resources/Loren Schirber

_____ Date _____