GTA TALENT

Agreed Fee Confirmation Form

To be completed and agreed before recruitment activity begins

CLIENT DETAILS	
Garage / company name	
Contact name	
Email / telephone	
Agreement date	

VACANCY DETAILS	
Job title	
Work location	
Number of vacancies For example 3 x mechanic, 1 x apprentice	
Salary / pay range	
Target start date	

AGREED RECRUITMENT FEE	
Fee type	☐ Fixed fee ☐ Percentage of starting salary ☐ Other
Agreed fee / percentage	£ _____ OR _____ % OR _____
Multi-hire arrangement	☐ Same fee per hire ☐ Other: _____
VAT	The agreed fee is exclusive of VAT
Payment terms	30 calendar days from invoice date / Other: _____

KEY COMMERCIAL TERMS

The recruitment fee becomes due when a candidate introduced by GTA Talent starts employment or engagement.
There is no free replacement guarantee.
Subject to clause 7 of the signed GTA Talent Service Level Agreement, a 50% rebate of the recruitment fee paid (excluding VAT) may apply if employment ends within the first eight weeks.
The signed GTA Talent Service Level Agreement remains in full force and applies to this vacancy instruction.

Confirmation

By signing below, both parties confirm that the vacancy details and recruitment fee above are agreed. GTA Talent may begin recruitment activity for this vacancy once this form and the Service Level Agreement have been signed.

FOR NORTH LONDON GARAGES GTA / GTA TALENT		FOR THE CLIENT	
Name / position		**Name / position**	
Signature		**Signature**	
Date		**Date**	

GTA Talent reference		Vacancy reference	