

Kbala and You

Request for Service and Payroll Referral Agent Agreement

Telephone:

Responsible person:

IRS legal business name:

Employer identification number:

Unemployment Registration Number if applicable:

If you do not have Unemployment # please indicate such

Payroll delivery address:

Reports mail delivery address:

Email:

of employees:



Thank you for your consideration

Payroll Referral Agent Compensation

Referral agents are always and shall always remain as an outside sales agent or independent contractor for **all** purposes including taxes. Shall have **No** claim to compensation except as provided in this agreement and agent shall not be entitled to reimbursement from company for any expenses incurred in performing this agreement.

1. The client is a **new** payroll client and has elected to activate service
2. The client has not canceled service with Kbala Tax and Accounting in the last twelve months
3. The company received payment authorization on first payroll balance due
4. The company has **delivered** its first payroll as activated by outside referral agent
5. Commissions are issued at next pay period upon delivery of first payroll on activated accounts. **Checks** are issued on the **15th** of each month.
6. A one time commission payment on account set up of \$25 and a continuous commission payment of **\$35** is earned **every month** on activated payroll accounts with employee combinations of one or more employees per month, no other additions or subtractions. Program caps at **1,500 accounts**. (1) one account for **(12)** twelve complete months at **\$35** a month would total **\$420** of commissions via 1099 or W2 on year end continuing until as terms define plus a one time \$25 payment on account set up.
 - a. *Commissions continue **Only** on ACTIVE and PAYING accounts for **(5) five years**, are renewable every **(5) five years Only** on ACTIVE and PAYING accounts or until the account is **canceled, withdrawn or terminates** or Kbala Tax and Accounting is **sold**, and where referral agent is the **agent of record on set-up**.*
 - b. Relationship is **Personal** in nature and **not** inheritable. Agent contract signed upon review and acceptance.
 - c. **20** year time clock starts on **50th** account set-up maximum renewals is **(3) three** five-year terms, **under 50** accounts there is only **(1)** five-year term permitted and starts on first account delivery. Generating **50 accounts** before year five **(5)** generates 20 year time clock. If **50 accounts is not met** only **(1)** five-year renewal will be permitted.
7. **Required:** W9 for 1099 or W4 for W2