

Guidelines for Referral Opportunity Registration

1. Complete the GreenPath Solutions (“GreenPath”) Referral Opportunity form to submit your request and for participating in our referral program. You are required to enter all mandatory fields, and complete the non mandatory fields to the best of your ability, based on the existing prospect information and known prospect needs at the time of submission.
2. The GreenPath Sales Team will review the information submitted and validate your request. Once we have verified this is a new opportunity and not an existing opportunity we will communicate via your registered contact information. If the referred opportunity already exists in GreenPath CRM system, then your submission will be invalid and a notification will be sent out. The following criteria are used to determine whether a referred prospect is valid:
 - a. Referred opportunity has not been registered previously.
 - b. Referred opportunity does not exist in GreenPath CRM system.
 - c. A valid referral is valid for the duration of 90 days. If the referral does not close (won or lost the opportunity) within 90 days, the referral will expire. A referral may be renewed only once by resubmitting the information through GreenPath Referral Opportunity form.
2. Once the referred opportunity has been confirmed and validated, the GreenPath Sales Team will generate an opportunity which is a unique Opportunity ID Number for the term of the referral. The Opportunity ID number will be emailed to you. An email communication date is used to indicate the start date of the 90-day term. The 90 day term is calculated in calendar days, Monday through Sunday.
3. Referred opportunity will be assigned to a GreenPath Sales Executive to close the opportunity.
4. GreenPath may reject a referred opportunity, if it is deemed/qualified that there is no active opportunity in referral.
5. GreenPath shall not be required to make any payment until such time as the then-aggregate amount payable to the Referral Party is greater than two hundred fifty U.S. dollars (\$250).
6. All disputes will be discussed with the GreenPath Partner Team and Referral opportunity partner. It will be at the discretion of GreenPath Partner Team to make a final determination on the validity of the referral and assignment of an Opportunity ID..
7. The referral fee program terms and conditions as of January 20th, 2010 are as follows:
GreenPath reserves the right to change the referral award structure and will publish any changes with a new terms and conditions date upon revision. And GreenPath reserves the right to notify the referred opportunity of changes in fee structure at the time of change prior to issuance of an Opportunity ID.



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Quarterly Booking	Referral Fee Rate
\$1 - \$100,000	2.0%
\$100,001 - \$500,000	2.5%
\$500,001 - \$1,000,000	3.0%