

The purpose of this policy is to provide a clear and consistent understanding of the commission structure available to all staff that contribute to the successful award of new business.

The Company pays commissions based on sales procured. The rates of commission, and terms of payment are detailed within this document. The company reserves the right to change commission rates and profit margin requirements as needed to protect the financial integrity of the company, or to serve any other legitimate business interest.

Commission applies to new client contracts and awards within the first 12 months of establishing a new client. Client relationships older than 12 months are regarded as house accounts and will be subject to the Chairman's discretion.

Additional Requirements.

The commission structure is only applied once the company has received a signed contract or digital order/instruction (email).

Static Security, Reception, Front of House, Minimum 1 year contract

The maximum commission awarded for the sale of **Static Security, Reception, Front of House** is capped at 10% of the Gross Profit of the annual contract value, taken on the 1st years agreed costs. All costings will be reviewed, and commission agreed following approval of the financial submission.

This policy serves as a general guideline, further breakdown and allocation of the key commission may be required when there is multiple participation in the sales process, this will be agreed with all contributing employees prior to issuing of commission.

Payment

The payment of **Static Security, Reception, Front of House** based commission will be split 50% and paid in two equal instalments.

1st payment to be paid at the commencement of the contract (or the immediate pay date following the contract start date).

2nd payment to be paid at the six (6) months point of the contract start date (or the immediate pay date following the six (6) month point).

Event Related Sales

The maximum commission awarded for the sale of **Event Related Sales** is capped at 10% of the Gross Profit of the single contract/job (or annual) value, taken on the events agreed costs. All costings will be reviewed, and commission agreed following approval of the financial submission.

This policy serves as a general guideline, further breakdown and allocation of the key commission may be required when there is multiple participation in the sales process, this will be agreed with all contributing employees prior to issuing of commission.

Payment

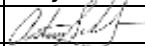
The payment of **Event Related Sales** based commission will be split 50% and paid in two equal instalments.

1st payment to be paid following the commencement date of the event (or the immediate pay date following the event start date

2nd payment to be paid at the six (6) months point of the event start date (or the immediate pay date following the six (6) month point).

Employee disputes regarding contribution to new sales and allocation of the awarded commission will be reviewed and finalised at the discretion of the Chairman.

Should you leave your employment, or your employment be terminated before the six (6) month 2nd payment due date; that payment will be forfeited and not be paid to you.

Name:	Tony Ball
Signature:	
Date:	17/10/2024