

## Alcumus SafeContractor Refer a Friend T&Cs

These T&Cs cover Alcumus SafeContractor's Refer a Friend scheme (the "**Scheme**"). Full details of the Scheme can be found at <https://www.safecontractor.com/benefits/refer-a-friend>.

1. In these terms and conditions:

**Alcumus SafeContractor Contractor:** is a contractor who is SafeContractor accredited.

**Client Organisation:** is an organisation that has access to the contractor management portal.

**Referee:** is the contractor whose details have been passed on with consent to Alcumus.

**Referral:** is the process of the Referrer passing on the Referee's contact details after obtaining consent to do so.

**Referrer:** is the contractor who has passed on the Referee's details after obtaining consent to do so.

**Scheme:** is the Refer a Friend Scheme to which these terms refer to.

2. Alcumus SafeContractor reserves the right to update and/or cancel the Scheme at any time at its absolute discretion.
3. Only existing Alcumus SafeContractor Contractors who have made any payments due to Alcumus SafeContractor in full and cleared funds are eligible for the Scheme.
4. These T&Cs shall be governed by English and Welsh law, and the parties submit to the exclusive jurisdiction of the courts of England and Wales.
5. There is no limit on the number of Referrals that a Referrer can make.
6. Client Organisations are not eligible to benefit from the Scheme when providing Alcumus SafeContractor with lists of contractors.
7. A Referee is not eligible if:
  - a. They are an Alcumus SafeContractor Client Organisation,
  - b. They are currently an Alcumus SafeContractor Contractor,
  - c. They have engaged in discussions with Alcumus SafeContractor regarding membership prior to the Referral; or
  - d. They have been an Alcumus SafeContractor Contractor in the last 3 years.
8. The decision to disqualify a Contractor from receiving benefits under the scheme is at Alcumus' complete discretion.
9. In making a Referral, the Referrer will provide Alcumus SafeContractor with the contact details of the Referee, provided always that they have the Referee's specific and informed consent to share such details with Alcumus SafeContractor for the purpose of the Scheme. Alcumus SafeContractor will then contact the Referee regarding Alcumus SafeContractor subscriptions and will support them through the joining process.
10. Referee details provided via the Referral will only be used by Alcumus SafeContractor in conjunction with the Scheme and as required for internal administrative purposes. By providing details of the Referee to Alcumus SafeContractor, the Referrer is confirming that it has first obtained the Referee's specific and informed consent for this. Through this consent, the Referrer is solely responsible for establishing the lawful basis for

processing under GDPR. The Referrer shall be stated as the person who has made the recommendation in the communication to the Referee.

11. Alcumus shall comply with all applicable data protection laws. "Data Protection Laws" means the Data Protection Act 2018, Data Protection Directive (95/46/EC), the Privacy and Electronic Communications (EC Directive) Regulations 2003, Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (commonly known as the "GDPR"), together with any and all other laws, regulations or other statutory instruments relating to the protection of personal data applicable to Alcumus and/or Client in any relevant jurisdiction.
12. The Referrer will receive a £50 Amazon gift card via email to the primary email address registered on their SafeContractor account, up to three months after the Referee has made its first contractual payment to Alcumus SafeContractor. The Referee will also receive a £50 Amazon gift card via email to the primary email address registered on their SafeContractor account, up to three months after the Referee has made its first contractual payment to Alcumus SafeContractor. This will be managed by the Alcumus SafeContractor Marketing team.
13. The gift card cannot be exchanged, transferred, redeemed, replaced or refunded for cash and has no cash value.
14. Alcumus SafeContractor reserves the right to award an alternative gift card of equal or greater value, should the advertised gift card or any part of it become unavailable for any reason.