

## BONUS ELIGIBILITY REQUIREMENTS

1. Candidates must not have been in contact with Alithya recruiters during the 12-month period prior to referral
2. Referral candidates must still be employed by Alithya on the scheduled dates of bonus payment (6 and 12 months after their hiring date).
3. Talent recruitment campaigns are posted on our social media accounts. Effective dates and requirements are the ones posted on [Alithya's LinkedIn](#) page.
4. Additional bonuses linked to a specific recruitment campaign may not exceed \$1,000.
5. The provisions of this bonus policy are applicable:
  - > On the referral date, in regards to the eligibility of the referrer and referral candidate
  - > On scheduled payment dates, in regards to the referrer's right to collect bonuses.
6. This referral program applies to Alithya's offices in Montreal, Quebec City, Ottawa and Toronto. General public referrals do not apply to the Toronto office so this office will not give you the bonus. In regards to Alithya offices out of Canada, please refer to local policies and conditions. Any referral from Alithya's existing customers is not eligible for bonuses.
7. Once received, referral candidate resumes are forwarded to recruiters located in Montreal, Quebec City, Ottawa or Toronto, depending on the location of the referral candidate's residence or his/her requested office. Communication regarding the candidate's qualifications is handled by recruiters. The referral candidate will not be contacted if he or she is presently employed by one of Alithya's clients or partners.