Thank you for your interest in the Dev Technology Group External Referral Program.

Please read carefully. By submitting a candidate for referral, you are agreeing to the following terms and conditions.

The Dev Technology Group, Inc. External Referral is designed to reward friends of Dev Technology who provide quality referrals that help Dev Technology meet our goals and support the mission of our clients. Referrals are valid for 12 months from the date of submittal.

I. Dev Technology will issue a one-time payment per hired referral. To meet eligibility for payment you must meet the following requirements: You must be an individual person (i.e., not a business entity) and a legal resident of the United States who is at least 18 years of age to participate in the Dev Technology External Referral Program.

II. The following people/entities are NOT eligible to participate in this program:
- Current Dev Technology employees
- Outside vendors, agencies and/or business entities, customer of a current of Dev project
- Staffing/recruiting agencies (or their employees) and/or consultants

III. Non-eligible CANDIDATES. You are not eligible for an external referral payment if the candidate you refer is a:
- Self-referral
- Candidate who has already been referred by a current Dev Technology employee; within the past 12 months
- Current applicant Dev Technology applicant (if they have applied to Dev within the last 12 months)
- Recent or current contractor, incumbent contractor transitioning to Dev, temporary worker, payrollee, or consultant
- Provider of services to Dev Technology (if they have provided services to Dev Technology in the last 12 months)
- Former Dev Technology employee/Rehires
- Referrals for internships and temporary positions are not eligible
- Referrals for positions expected to last less than 6 months may not be eligible depending on the nature and need of the position and project
- If the position starts part time or as an intern and then converts to full time

IV. Payment terms. If you are eligible to participate in the Program, Dev Technology shall pay you a one-time external referral payment in the amount of $1,500 (gross) for a referral, if the referral results in a successful regular full-time hire and such referred employee meets the following criteria:
- Identification of the referral source (you) at the time of application or resume submittal

- Completes 90 days of continuous, active full-time employment with Dev Technology
- Is in good performance standing at the end of such 90-day period; verified by the employee's manager
- Is actively employed by Dev Technology at the time the external referral bonus is to be paid
- Was hired against an external referral program eligible position

V.   If the referral is successfully hired by Dev Technology, you must complete and return to Dev Technology an IRS Form W-9 (and any other documentation that Dev Technology may require) in order to receive the referral bonus. This form will be supplied to the referrer by Dev Technology once the referred candidate has started employment with Dev Technology. Dev Technology will process the external referral bonus within 90 days after the referred employee completes the 90 days of employment mentioned above, and the required paperwork has been submitted. Payments will be made on a 1099 basis. If a Form W-9 is not received within 30 days, Dev Technology may not be able to process the referral payment under this program.

VI.   Tax Liability. External referral bonuses are paid pre-tax from Dev Technology. You are solely responsible for paying appropriate federal, state, and local taxes on any payment received. Dev Technology will report referral payments to the appropriate tax authorities.

VII. To be eligible for an external referral bonus, you must provide the following at the time of your initial submission:

- Your name and contact information (phone number and email address)
- Your relationship to the potential candidate
- The potential candidate's full name
- The potential candidate's contact information (phone number and email address)
- The requisition number(s) to which you are referring the potential candidate, (if applicable)
- The reason(s) the potential candidate is qualified for the position
- The potential candidate's resume (and other documents, if applicable)

Additional information, rules, and guidelines:

- ***By submitting a referral, you are agreeing to the terms and conditions outlined by this program***
- If more than one external person refers the same candidate and such candidate is hired by Dev Technology, the external referral bonus will be awarded to the first referrer based on the timestamp of the submittal

- You must be at least eighteen (18) years old at the time you make a referral to participate
- You must reside in the United States and have a valid social security number to participate
- Referrals must be submitted through www.Devtechnology.com/careers to qualify this program and the associated bonus payment
- The terms and conditions of this external referral bonus program are subject to change or termination at any time and at Dev Technology's sole discretion

This agreement is governed by Virginia law and you agree that all disputes regarding the Program shall be submitted to final and binding arbitration in Reston, Virginia.

You agree that Dev's total liability under this agreement for any cause of action relating to the subject matter of this agreement (regardless of the nature of such claim) is the lesser of your actual, direct damages or $1,500.