



Business Referral Form

A fee equal to one month's recurring charges (of the referred customer's charges, exclusive of taxes, fees and surcharges) will be paid to a referring partner for any opportunity provided to Harbor Communications, LLC that signs a minimum two year contract within 60 days from the date that the referral was received. The fee is paid to the "referring partner" after the referred account is sold and has achieved its first billing cycle. The fee is paid to the person and/or business that is listed on the Business Referral Form and mailed to the address as listed on the form. The Business Referral Form must accompany the sales paperwork when the order is turned in. There are no limitations on the number of referrals that can be provided by the "referring partner". Referrals can be received via telephone call at 251-662-1532 or fax this form to the attention of your Account Executive at 251-662-1534.

Referral Information

Company Name: _____
Address: _____
Contact Name: _____
Telephone Contact Information: _____
Possible Services Needed: _____

Referring Partner Information

Name: _____
Address _____
Telephone Contact Information: _____
Tax ID/SSN Information*: _____

*Tax identification number or Social Security Number is required for any referral payments that exceed \$600.00 annually. IRS form 1099 will be issued to referring partner for all payments exceeding \$600.00 annually. Tax ID numbers for businesses or Social Security numbers for individuals are used to issue the appropriate tax documents.

For Sales Resources Use Only

Date Received: _____	Date Contacted: _____
Date Sold: _____	Bill Date: _____
Total MRC to be Paid: _____	Account Executive: _____
Sales Mgmt. Approval: _____	General Manager Approval: _____
Date Approved: _____	Date Approved: _____