

GILBERT CONSULTING SERVICES, INC.

P.O. Box 1317, Arroyo Grande, CA 93421

805.481.5105 phone 805.481.7982 fax

PRIORITY SEARCH AGREEMENT (cont.)

- 8. If the services of the candidate are terminated for any reason, other than elimination of the position or lack of work, within 60 days after the date that the candidate is to begin, we will present a minimum of two 2 additional qualified candidates as the potential replacement for the terminated candidate. We will do so within 60 days after you send us a written notice of the termination of the candidate within 5 days of termination providing the reasons for such termination, and paid our fees when due. You will only be responsible for expenses related to hiring the replacement candidate. "Qualified Candidate" means a candidate who possesses the material qualifications of the position to be refilled or is interviewed by the CLIENT for the position. This guarantee is to allow CLIENT to satisfy itself that the candidate has the requisite experience and qualifications, and that information provided by the candidate and other sources, directly or through us, is accurate and will be your sole remedy.
- 9. If collection activities should become necessary, the fee would be adjusted to include any related expenses, such as reasonable attorney's fees. Because we will be performing our services in the State of California, its laws would be applicable to our relationship, and its courts would have jurisdiction over both of us.
- 10. The candidates will be referred to you in confidence, and we ask that you not refer or identify them to any other company. Should you do so, and the other company enters into a service relationship with the candidate, both companies would be responsible for the payment of the service fee.
- 11. If you retain the services of any of the candidates for other positions within a year after we last communicated about the candidate, you will pay us an additional fee equal to 25% of the candidate's estimated first year's compensation.
- 12. In accordance with your policies and ours, we do not discriminate in the referral or acceptance of candidates on the basis of race, color, religion, sex, age, national origin, martial status, disability or other protected characteristic.

Thank you for the opportunity to serve you. The undersigned hereto agrees to all provisions contained in this Agreement.

Gilbert Consulting Services, Inc.

{Company Name}

BY: _____
Keith A. Gilbert, President

BY: _____
Signature/Print Name

Date: _____

Date: _____

POSITION QUALIFICATION FORM

COMPANY: {Company Name}	POSITION TITLE: {Title of Position}
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COMPENSATION	
SALARY: (\$ Range)	PROFIT SHARING: ?
BONUS: (\$Range)	
STOCK: ?	OTHER: ?

RELOCATION <input type="checkbox"/> Yes <input type="checkbox"/> No	
HOUSEHOLD:	HOME SALE:
VEHICLES:	HOUSE HUNT TRIPS:
TEMP LIVING:	OTHER:

The following describes the **minimum** desired candidate qualification for the position identified above:

	QUALIFICATION/SKILL/ABILITY
1.	
2.	
3.	
4.	

The company agrees to:

1. Contact candidates within 7 days of presentation.
2. Provide GCSI with decisions (yes/no) within 48 hours after each interview occurs.
3. Provide specific reasons why candidates are eliminated from the interview process.
4. Compress the time between the first interview to offer extension to 2 weeks or less.

After reviewing the above minimum candidate qualifications please have all interviewers sign and date the form below:

1. _____ / _____ 2. _____ / _____
 3. _____ / _____ 4. _____ / _____

FAX completed form to (805) 481-7982