



## Referral Program – Terms and Conditions

**Program Title:** *Refer & Grow Together*

**Organiser:** Integrated Business Technologies Pty Ltd

**Effective Date:** April 2025

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### 1. Program Overview

These Terms and Conditions govern the *Refer & Grow Together* referral program (“the Program”) conducted by Integrated Business Technologies Pty Ltd (“IBT”, “we”, “us” or “our”). By participating in the Program, you agree to be bound by these Terms and Conditions.

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### 2. Eligibility to Participate

The Program is open to individuals aged 18 years or older who are:

- Existing IBT clients or business partners;
- Professional associates within our industry network;
- Accounting firms, business consultants, or professional advisers referring on behalf of their clients;

Employees of IBT and their immediate family members are **not eligible** for the external referral reward stream.

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### 3. Referral Criteria

To qualify for a referral reward:

- The Referrer must submit details of a business lead via our [online form](#) or by email to [aleomil@ibt.com.au](mailto:aleomil@ibt.com.au).
- The referred party (“the Referee”) must:
  - Be a business entity not currently in IBT’s active sales pipeline or client base;
  - Consent to having their details shared with IBT;
  - Engage in a genuine introductory meeting or discovery session with an IBT team member.





Referrals must be made in good faith and with the genuine belief that IBT's services may be of interest to the Referee.

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## 4. Reward Structure

### 4.1 Qualified Referral Reward

Upon successful qualification of the referral (i.e. once the Referee meets the criteria outlined in Section 3), the Referrer will be eligible to receive a **\$100 digital gift card** or have a donation of equal value made to a registered charity of their choosing.

### 4.2 Reward for Closed Opportunity

If the Referee enters into a signed engagement with IBT for any paid service or product offering within 6 months of the referral date, the Referrer will be eligible to receive a **\$500 digital gift card** or have a donation of equal value made to a registered charity of their choosing.

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## 5. Reward Fulfilment

Rewards will be issued within 30 days of:

- Qualification of the referral (Stage 1); or
- Execution of a signed contract by the Referee and full receipt of initial payment (Stage 2).

Rewards will be delivered via email or other digital method. IBT reserves the right to substitute rewards of equal or greater value if necessary.

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## 6. Legal Compliance and Disclaimers

### 6.1 Compliance with Australian Consumer Law

This Program is **not a referral selling scheme** as prohibited under Schedule 2 of the *Competition and Consumer Act 2010 (Cth)* (Australian Consumer Law). Participation rewards are not contingent upon purchases being made by third parties.

### 6.2 Disclosure of Referral Arrangements

In accordance with NSW Fair Trading guidelines and applicable consumer law, IBT may disclose the existence of referral arrangements to referred parties if required.





### 6.3 Privacy and Consent

By submitting a referral, the Referrer confirms that:

- They have obtained the Referee's express consent to share their details;
- IBT is authorised to contact the Referee and store their details in accordance with our [Privacy Policy].

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### 7. General Terms

- There is no limit to the number of referrals an individual may submit.
- Only one reward per referred organisation will be granted.
- Referrals must be made prior to any engagement or existing communication between IBT and the Referee.
- IBT reserves the right to verify referral validity, decline unqualified submissions, and cancel rewards if misconduct is suspected.
- This Program and these Terms and Conditions may be amended or terminated at any time without notice.

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### 8. Contact Details

If you have any questions regarding the Program, please contact us at:

**aleomil@ibt.com.au**

