

# Refer & Earn Program

## Terms & Conditions

### No Limit Systems, LLC

1220 Femrite Dr. Ste 204, Monona, WI 53716

Phone: (608) 285-2252 | Email: info@nolimitsystems.com

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## 1. Introduction & Purpose

This document sets forth the terms, conditions, eligibility requirements, reward structure, and procedures under which No Limit Systems, LLC ("NLS," "Company," "we," "us," or "our") will engage and reward individuals or organizations ("Referrers," "you," or "your") for introducing new clients who enter into paid service contracts with NLS.

By submitting a referral through our website, email, or any other method, you acknowledge that you have read, understood, and agree to be bound by these Terms & Conditions. If you do not agree to these terms, do not participate in the Refer & Earn Program.

## 2. Eligibility

### 2.1 Who May Participate

The following individuals and entities are eligible to participate in the Refer & Earn Program:

- Current NLS clients in good standing
- Business partners, vendors, and professional service providers (accountants, attorneys, consultants, etc.)
- Business owners and executives
- Friends, family members, and associates of eligible Referrers
- Any individual or entity 18 years of age or older with legal capacity to enter into contracts

### 2.2 Who May NOT Participate

The following are NOT eligible to participate:

- Current employees, contractors, or agents of No Limit Systems LLC
- Immediate family members of NLS employees (spouse, parent, child, sibling)
- Individuals referring to their own company or organization
- Licensed insurance agents, brokers, or other regulated professionals where such referral fees are prohibited by law

- Anyone located in a jurisdiction where referral compensation is prohibited

### 3. Qualified Referrals

#### 3.1 Definition

A "Qualified Referral" is a business or organization that meets ALL of the following criteria:

- **New to NLS:** The referred business is not a current NLS client and has not been an NLS client within the past 24 months.
- **Not in Pipeline:** The referred business is not already in NLS's active sales pipeline, meaning NLS sales have not contacted them within the past 90 days.
- **Valid Contact:** You provide accurate contact information for a decision-maker at the referred business.
- **Authorization:** You have permission from the referred party to share their contact information with NLS.
- **Signed Agreement:** The referred business signs a service agreement or purchase order with NLS.
- **Payment Received:** The referred business pays their first invoice in full.

#### 3.2 Tracking Period

Referrals are tracked for **twelve (12) months** from the date of submission. If the referred business signs a contract within this 12-month window, the Referrer is eligible for the reward—even if the sales process takes several months.

### 4. Qualifying Services

Referral rewards are available for any of the following NLS services:

Service Category	Description
<b>Managed IT Services</b>	Comprehensive outsourced IT operations, helpdesk, monitoring, and maintenance
<b>Co-Managed IT</b>	Collaborative IT support augmenting internal IT teams
<b>Cybersecurity Services</b>	EDR/XDR, email security, assessments, training, and incident response
<b>Microsoft 365</b>	Licensing, migration, configuration, and ongoing administration
<b>Google Workspace</b>	Licensing, migration, configuration, and ongoing administration
<b>Business Phone Systems</b>	VoIP and UCaaS solutions, deployment, and support
<b>Internet &amp; Connectivity</b>	Internet circuits, failover solutions, SD-WAN
<b>Network Infrastructure</b>	Cabling, wireless, firewalls, switches, network design
<b>IT Consulting</b>	vCIO, vCISO, assessments, strategic planning, projects

## 5. Reward Structure

Referral rewards are based on the type and scope of services the referred client purchases. All rewards are subject to the referred client completing their first invoice payment.

### 5.1 Reward Tiers

Service Type	Reward Amount	Examples
Managed Services	\$500	Managed IT, Co-Managed IT, Cybersecurity retainers, and monthly support agreements
Projects & Consulting	\$100	One-time IT projects, network installations, security assessments, cloud migrations, consulting engagements
Products & Subscriptions	\$50–\$250	Microsoft 365, Google Workspace, business phones, internet service, hardware, and software licensing

### 5.2 Recurring Bonus Option (Managed Services Only)

For referrals resulting in managed services agreements, Referrers may elect to receive a **recurring bonus** instead of the one-time \$500 gift card:

- **Recurring Bonus:** 5% of the monthly contract value for the first 12 months
- **Maximum Cap:** \$1,000 total (across all 12 monthly payments)
- **Payment Schedule:** Monthly, within 30 days of the referred client's payment
- **Election:** Referrer must elect the recurring bonus option at the time the referral qualifies; this election is irrevocable

### 5.3 Reward Format

- **One-Time Rewards:** Delivered as digital gift cards (Visa, Amazon, or selection from available options)
- **Recurring Bonuses:** Paid via check or ACH transfer to the Referrer's designated account

## 6. Payment Terms

### 6.1 Timing

- One-time rewards are paid within **thirty (30) days** of the referred client's first invoice payment.
- Recurring bonuses are paid monthly within 30 days of each qualifying client payment.

### 6.2 Conditions

- The referred client must pay their first invoice in full before any reward is issued.
- If the referred client cancels within 30 days of signing or receives a full refund, no reward will be paid.

- If a reward has already been paid and the client subsequently cancels or receives a refund within 30 days, NLS reserves the right to recover the reward amount.
- For recurring bonuses: payments cease if the referred client terminates their agreement or fails to pay.

### 6.3 Tax Obligations

**IMPORTANT:** Referral rewards may be considered taxable income under applicable federal, state, and local tax laws. NLS may require a completed IRS Form W-9 before issuing rewards exceeding \$600 in a calendar year. NLS will issue IRS Form 1099-MISC or 1099-NEC as required by law. Referrers are solely responsible for reporting and paying any taxes due on referral rewards. NLS recommends consulting a qualified tax professional.

## 7. Referral Process

### 7.1 How to Submit a Referral

Referrals may be submitted through the following methods:

- a) **Online Form:** <https://nolimitsystems.com/refer-earn/>
- b) **Email:** Send referral details to [info@nolimitsystems.com](mailto:info@nolimitsystems.com) with subject line "Referral Submission"
- c) **Phone:** Call (608) 285-2252 and provide referral information to an NLS representative

### 7.2 Required Information

Each referral submission must include:

- Referrer's name, email, and phone number
- Referred business name
- Contact person's name and title (if known)
- Contact email and/or phone number for the referral
- Any relevant context about the referral's IT needs (optional but helpful)

### 7.3 Outreach Preference

Referrers may indicate whether they want NLS to:

- Mention the Referrer's name when contacting the referred business, OR
- Keep the referral anonymous

### 7.4 NLS Follow-Up

Upon receiving a referral submission, NLS will:

- Acknowledge receipt within one business day
- Verify the referral is not already in our pipeline or an existing client
- Reach out to the referred business within 1-2 business days

- Keep the Referrer informed of the referral status upon request

## 8. Restrictions & Limitations

### 8.1 Limits on Referrals

- **No Limit on Referrals:** There is no maximum number of referrals a Referrer may submit.
- **First Referrer Wins:** If multiple Referrers submit the same business, only the first valid submission is eligible for a reward.
- **One Reward Per Client:** Only one referral reward is paid per referred client, regardless of how many services they purchase.

### 8.2 Prohibited Activities

The following activities are prohibited and may result in disqualification from the program:

- Submitting false, misleading, or fraudulent referral information
- Submitting referrals without the referred party's knowledge or consent
- Spamming, cold-calling, or engaging in deceptive practices to generate referrals
- Misrepresenting your affiliation with NLS
- Offering kickbacks, rebates, or other inducements to referred parties
- Violating any applicable laws, regulations, or these Terms & Conditions

## 9. Program Changes & Termination

### 9.1 Program Modifications

NLS reserves the right to modify, suspend, or terminate the Refer & Earn Program at any time, with or without notice. Changes may include adjustments to reward amounts, eligibility criteria, qualifying services, or program terms. Referrals submitted before any modification will be honored under the terms in effect at the time of submission.

### 9.2 Referrer Termination

NLS may terminate a Referrer's participation in the program for:

- Violation of these Terms & Conditions
- Fraudulent or abusive behavior
- Any conduct that harms NLS's reputation or business interests

Upon termination, any pending referral rewards that have not yet been converted to clients will be forfeited.

## 10. Disclaimers & Limitations

### 10.1 No Guarantee

Submission of a referral does not guarantee a reward. Rewards are contingent upon the referred business signing a contract and paying their first invoice. NLS makes no representations or warranties regarding the likelihood that any referral will result in a sale.

## 10.2 Independent Relationship

Participation in the Refer & Earn Program does not create an employment, partnership, joint venture, or agency relationship between the Referrer and NLS. Referrers are independent parties and are not authorized to make representations, warranties, or commitments on behalf of NLS.

## 10.3 Limitation of Liability

TO THE MAXIMUM EXTENT PERMITTED BY LAW, NLS SHALL NOT BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES ARISING FROM OR RELATED TO THE REFER & EARN PROGRAM. NLS'S TOTAL LIABILITY SHALL NOT EXCEED THE VALUE OF THE REWARD THAT WOULD HAVE BEEN PAYABLE FOR THE SPECIFIC REFERRAL IN QUESTION.

## 11. Confidentiality & Privacy

- Referral information is treated as confidential and will not be shared with third parties except as necessary to process the referral.
- NLS's collection and use of personal information is governed by our Privacy Policy, available at <https://nolimitsystems.com/privacy-policy/>
- Referrers must obtain appropriate consent before sharing any third party's personal information with NLS.

## 12. Governing Law & Disputes

These Terms & Conditions are governed by and construed in accordance with the laws of the State of Wisconsin and applicable federal law, without regard to conflict-of-laws principles. Any disputes arising from or relating to the Refer & Earn Program shall be resolved exclusively in the state or federal courts located in Dane County, Wisconsin. The parties consent to exclusive jurisdiction and venue of such courts.

## 13. Miscellaneous

- **Entire Agreement:** These Terms & Conditions constitute the entire agreement between the Referrer and NLS regarding the Refer & Earn Program.
- **Severability:** If any provision is found unenforceable, the remaining provisions shall continue in effect.
- **Waiver:** Failure to enforce any provision is not a waiver of that provision.
- **Assignment:** Referrers may not assign their rights under this program without NLS's prior written consent.

## 14. Contact Information

For questions about the Refer & Earn Program, please contact:

**No Limit Systems, LLC**

1220 Femrite Dr. Ste 204

Monona, WI 53716

Phone: (608) 285-2252

Email: [info@nolimitsystems.com](mailto:info@nolimitsystems.com)

Website: <https://nolimitsystems.com/refer-earn/>

## **Acknowledgment**

By submitting a referral through any method, you acknowledge that you have read, understood, and agree to be bound by these Terms & Conditions. You represent that you have the authority to submit the referral and have obtained any necessary consent.

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