

CAREER HQ – REFERRAL PARTNER AGREEMENT

(Including Confidentiality & Non-Disclosure)

This Referral Partner Agreement (“Agreement”) is entered into between **Career HQ** (“Company”) and **[Partner Name]** (“Referral Partner”).

1. Purpose of Agreement

The Referral Partner agrees to refer potential clients to Career HQ for career, education, recruitment, or related services in accordance with this Agreement.

2. Nature of Relationship

This Agreement does not create an employer–employee, agency, partnership, or joint venture relationship. The Referral Partner acts as an independent party.

3. Referral Process & Restrictions

- All referrals must be genuine and submitted through approved channels
- Career HQ reserves the right to accept or reject any referral
- The Referral Partner shall not make promises, guarantees, or representations on behalf of Career HQ

4. Commission & Payment

- Commission, if applicable, is payable only on successful cases
- Commission structure will be communicated separately in writing
- Payments are released only after receipt of payment from the client

5. Compliance & Ethical Standards

The Referral Partner agrees not to misrepresent Career HQ services or make false claims, guarantees, or unlawful promises, and to comply with applicable laws.

6. Confidentiality & Non-Disclosure

6.1 Confidential Information

Includes client data, business strategies, pricing, commissions, internal processes, systems, and materials.

6.2 Obligations

The Referral Partner shall keep all Confidential Information strictly confidential and use it only for partnership purposes.

6.3 Exclusions

Information that is public, lawfully known earlier, or legally required to be disclosed is excluded.

6.4 Duration

Confidentiality obligations remain effective during the term and for five (5) years after termination.

6.5 Return of Information

All Confidential Information must be returned or destroyed upon termination if requested.

7. Intellectual Property

All Career HQ trademarks, documents, systems, and materials remain its exclusive property.

8. Non-Solicitation

The Referral Partner shall not solicit Career HQ clients or employees for competing services during the term and for 12 months after termination, as permitted by law.

9. Term & Termination

Either party may terminate this Agreement with written notice. Immediate termination applies in case of breach or misconduct.

10. Limitation of Liability

Career HQ shall not be liable for indirect or consequential damages arising from this Agreement.

11. Governing Law & Jurisdiction

This Agreement is governed by the laws of India.

12. Acceptance

Partner Name: _____

Authorized Signatory: _____

Signature: _____

Date: _____