



Employee Contract

Services: Wireless Internet Connectivity

Annexure I: Commission Regulations

In addition to the mention in the general employment agreement, the following regulations pertain to commission payments:

1. Forms must be completed in full of all details legible, especially the email address section. Any details not supplied or not being legible will render the claim invalid. The relevant documents must be attached as per the form according to the RICA requirements, for individuals and businesses.
2. 50% deposit must be paid before installation or claim can be processed.
3. The remaining balance of 50% to be paid full within the following 3 months before the claim is qualifiable for commission.
4. Payment arrangements must be on the client's profile on acceptance of the quotation.
5. Debit orders are mandatory for LTE and Fibre clients.
6. If the client signed for a debit order proof of bank account details must be attached to the contract signed and completed by the client.
7. If the client cancels within 6 months of the date of installation the commission will be deducted.
8. Commission is not legible if a client contacts CTECG or hears from CTECG in the following means:
 - a. Contacting the support desk
 - b. Come to the office
 - c. Old client reference
 - d. Existing client reference
9. The new commission amounts will be as follows.

a. Switch Overs	= R 150.00
b. LTE installs	= R 50.00
c. Fibre installs	= R 50.00
d. Secondhand equipment installed	= R 150.00
e. New installations	= R 350.00 (no longer R 500.00)
10. To validate commissions proof of contact between yourself and the client must be provided.
11. If any of the above-mentioned regulations are not adhered to, commissions will not be paid out.
12. Any form of fraudulent action regarding the above will permanently disqualify you from receiving any commission with immediate effect.
13. Commission payments will only be scheduled in the month to follow the claim submitted to confirm the validness of such a claim.
(For example: A claim submitted in July 2025 to be paid out end of August 2025 if claim has been proven to be valid)

I hereby confirm that I have read and understood the contents of this notice and hereby commit myself to act in accordance with these regulations.

EMPLOYEE

Signed on this _____ day of _____ this _____ year.

EMPLOYEE NAME

DATE

EMPLOYEE SIGNATURE