



## **100 Hour Sign-On Bonus Structure**

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Beginning December 10th, 2021, employees who are hired and work a minimum of 100 hours will receive a \$1000.00 sign on bonus. For calculation purposes, the 100 hours does not include time training or “shadowing.” The 100 hours must be scheduled and worked. Meaning, the employee may not voluntarily stay late or come in early, without manager approval, and then use that extra time towards the 100 hours requirement. Similarly, if the employee is scheduled to work and then gets another employee to cover their shift, that shift may not be used towards the 100-hour requirement.

After completion of the 100 hours requirement, the bonus will be added to the employee’s paycheck. This will be added to the paycheck in the form of wages but noted as a bonus. There is no credit for partial completion. If the employee is terminated or resigns before the completion of their 100 hours the bonus will not be prorated.

Successful hires who are referred to us by current employees and complete their 100 hours will trigger a referral bonus. When a staff member refers an applicant, they will encourage the individual to apply and email Human Resources with the applicant’s name. The applicant will also include the referring staff members name in the referral section of the application. The email from the staff member and the referral section of the application must match or credit will not be awarded. If multiple people email HR and say they referred an applicant and the applicant lists multiple employees as the referral source, it will be up to the employees to agree on how the \$1000.00 referral bonus will be split. If the applicant is hired and completes their 100 hours, the referring employee will also receive a \$1000.00 bonus added to their paychecks in the form of wages. Our goal here is to fill open positions with quality applicants.

The Club at its discretion may decide to modify or end this program at any time. Anyone hired before that date will be eligible to receive the bonus. Applications received after the end date will not be eligible for a bonus.