

## **Notice to recruiters and staffing agencies**

Forkers Limited and Forkers group companies ("Forkers") have an internal recruiting department. Forkers may supplement that internal capability from time to time with assistance from temporary recruitment or staffing agencies, placement services, and professional recruiters ("Agency/Agencies"). **Agencies are hereby specifically directed NOT to contact Forkers employees directly in an attempt to present candidates – Forkers recruiting team or other authorised Forkers personnel must present ALL candidates to hiring managers.**

To protect the interests of all parties, Forkers will not accept unsolicited CVs from any source other than directly from a candidate. Any unsolicited CVs sent to Forkers, including unsolicited CVs sent to a Forkers mailing address, fax machine or email address, directly to Forkers employees, or to Forkers CVs database will be considered Forkers property. Forkers will NOT pay a fee for any placement resulting from the receipt of an unsolicited CV. **Forkers will consider any candidate for whom an Agency has submitted an unsolicited CV to have been referred by the Agency free of any charges or fees.**

Agencies must obtain advance written approval from Forkers to submit CVs, and then only in conjunction with a valid fully-executed contract for service and in response to a specific employment opportunity. **Forkers will not pay a fee to any Agency that does not have such agreement in place.**

Agency agreements will only be valid if in writing and signed by an officer of Forkers. No other Forkers employee is authorized to bind Forkers to any agreement regarding the placement of candidates by Agencies. **Forkers hereby specifically rejects, and denies any liability under any agreement purporting to be accepted based on negative consent, negotiation with a candidate, performance, or any means other than the signature of a Forkers officer.**