

Workplace Support Retail NZ Member Referral Form

	Retail NZ Member to Complete This information is for authorisation and invoicing purposes.
Company Trading Name	
Company Legal Name	
Retail NZ Member Number	
Contact Name / Authority / Business Owner	
Phone	
Email	
Mailing address	
Unique Code (1 code per person), to be provided by Retail NZ	
Terms and Conditions Retail NZ Member agrees and understands that WPS services are for On-call Counselling Service (includes telephone) and Retail NZ Member agrees each code has a value of up to \$474 (3 sessions, \$158 per session) + GST. Retail NZ Member understands that this is a confidential service and will be invoiced directly if their employee uses the unique code at up to \$474+GST per code. This code is valid for 90 days from when it is provided to the Retail NZ Member, and 60 days from the date of the first booked session (If used).	
Authorised Signature	
Instructions	1. Retailer to provide unique code to effected employee. 2. Effected employee contacts WPS by: • calling 0800 443 445, • emailing office@workplacesupport.co.nz, or • booking online at Book Now - Workplace Support. and quote their unique code. (If asked about origin of code, specify that employer is a member of Retail NZ) 3. Workplace Support will directly invoice Retail NZ Member for each session.