

# Referral Agreement

**Between:**

**HomeBridge Senior Placement Services** (“Agency”)

and

**[Name of Adult Family Home or Facility]** (“Facility”)

**Effective Date:** \_\_\_\_\_

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## Purpose

This Referral Agreement outlines the terms and conditions under which **HomeBridge Senior Placement Services** will refer prospective residents to the Facility. The Facility agrees to compensate the Agency with a referral fee for each successful placement resulting from these referrals.

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## 1. Referral Process

- 1.1 The Agency will refer potential residents whose care needs, location preferences, and budget appear to align with the Facility’s services and availability.
- 1.2 The Facility retains full discretion in determining whether to accept or decline any referred client.
- 1.3 All client information shared during the referral process shall remain confidential and used solely for evaluating placement suitability.

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## 2. Referral Fee and Payment

- 2.1 The Facility agrees to pay the Agency a referral fee equal to **[50%–100% of one month’s rent]** for each client who moves into the Facility as a result of the Agency’s referral.
- 2.2 Payment is due within **30 days** following the client’s move-in date.
- 2.3 If the client moves out within the first 30 days of residency, the Facility may deduct or refund a prorated portion of the referral fee to the Agency.

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### **3. No Fee to the Client**

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- 3.1 The Agency provides placement services to clients and families **at no cost**.
- 3.2 All referral fees are paid solely by the Facility and never by the client or their family.

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### **4. Term and Termination**

- 4.1 This Agreement remains in effect until terminated by either party with a **10-day written notice**.
- 4.2 Termination does not relieve the Facility of its obligation to pay referral fees for any clients already referred or placed prior to termination.

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### **5. Confidentiality**

- 5.1 Both parties agree to maintain strict confidentiality regarding all client information, referral details, and the business terms of this Agreement.
- 5.2 Confidentiality shall survive termination of this Agreement.

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### **6. Independent Contractor**

- 6.1 The Agency operates as an **independent contractor**.
- 6.2 Nothing in this Agreement creates an employer-employee relationship, partnership, or joint venture between the parties.

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### **7. Governing Law**

This Agreement shall be governed by and interpreted in accordance with the laws of the State of \_\_\_\_\_.

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## 8. Signatures

### HomeBridge Senior Placement Services

By: \_\_\_\_\_

Name: *Mueller Aseresu*

Title: *Owner*

Date: \_\_\_\_\_

#### Facility

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_