



TOMPKINS WEB DESIGNS

CLIENT REFERRAL SCHEME

Effective Date: 7 August 2026

Provider: Carl Tompkins trading as Tompkins Web Designs

ICO Registration: 00015025558

ABOUT THIS SCHEME

If you are happy with the work I have provided, please recommend me to others! When you refer a new client who proceeds with a project, both you and the new client will receive a discount as a thank you.

ELIGIBILITY

- You must be a past or current client of Tompkins Web Designs, with at least one completed project.
- The person you refer must be a new client — someone who has not previously enquired or commissioned work from Tompkins Web Designs.
- Referrals must be genuine. You may not refer yourself, immediate family members living at the same address, or businesses in which you hold ownership or control.
- There is no limit to the number of people you may refer.

REWARD STRUCTURE

Party	Discount	Application
New Client	20% OFF their project	Applied to their website design or one-off project work
Referrer (You)	15% OFF your next project	Applied to any new work, upgrade, or additional service

IMPORTANT EXCLUSION

These discounts cannot be used towards Ongoing Maintenance Agreements or recurring monthly fees. They apply exclusively to one-off project work, new builds, redesigns, and additional services only.

HOW IT WORKS

Step 1 — Your Unique Referral Code

You will be issued a unique referral code (for example: TWD-#####). Share this code with anyone who may require web design services.

Step 2 — The New Client Must Mention You

The new client must quote your name or referral code at the point of their first enquiry. If they do not mention the referral at this stage, it cannot be claimed or added at a later date.

Step 3 — Discounts Are Applied

Once the new client has completed their Consultation and signed their contract:

- The new client receives 20% deducted from their final invoice.
- You receive a credit equal to 15% of the referred project value, ready to use on your next piece of work.

TERMS AND CONDITIONS

1. One referral per new client. A new client may not be claimed by more than one person. The first valid claim received will be honoured.
2. When benefits become valid. Discounts are activated only after the new client has completed their consultation and signed their contract. No benefit is payable for enquiries, quotations, or work that does not proceed to contract.
3. Validity period. Your 15% credit is valid for 12 months from the date the referred client pays their deposit. Unused credit expires after this period and may not be carried forward.
4. Non-transferable. Discounts and credits are personal to the individuals involved. They may not be sold, assigned, gifted, or transferred to any other person or business.
5. No stacking or combining. These discounts may not be used in conjunction with any other offer, discount, or promotional pricing.
6. Exclusion of maintenance. As stated, these benefits may not be applied to Ongoing Maintenance Agreements, monthly hosting, or any other recurring service.
7. Scheme changes or withdrawal. I reserve the right to amend these terms or withdraw this scheme at any time. Any referrals already accepted prior to the change or withdrawal will be honoured in full according to the terms in place at the time of referral.
8. Tax responsibility. You are solely responsible for declaring any benefits or discounts received to HMRC where applicable.
9. No employment or agency relationship. This scheme is a voluntary customer benefit. It does not create any employment, partnership, or agency relationship between you and Tompkins Web Designs.

HOW TO CLAIM

For the new client: Their 20% discount will be deducted automatically from their quote when they provide your referral code at the start of their enquiry.

For you: Your 15% credit will be held on your account. When you are ready to commission your next project, simply quote your referral code and the credit will be deducted from your new quote.