

# AT&T Refer a Business offers more ways to earn up to \$10,000 per year in referral compensation



Up to \$5,000

for Business Customer Referrals



Up to \$5,000

for Referring New Participants

# **How It Works**

#### **Refer Business Customers**



Earn rewards for leads that result in a new customer for AT&T Business Fiber®, AT&T Dedicated Internet, AT&T Switched Ethernet<sup>SM</sup>, AT&T Switched Ethernet with Network on Demand, or AT&T Virtual Private Network. For each new AT&T Business Fiber customer, you'll receive \$100. For each of the other qualifying services, you get a one-time payment equal to the new customer's monthly recurring charge up to \$1,000 per referral.



### Refer New Participants to Join the Program

Make the most of your connections by inviting new participants to enroll in the AT&T Refer a Business program and submit business customer referrals. You'll receive \$100 for the first verified and approved referral that each new participant submits.

You can earn up to \$1,000 per referral and up to \$10,000 per year in total referral compensation.

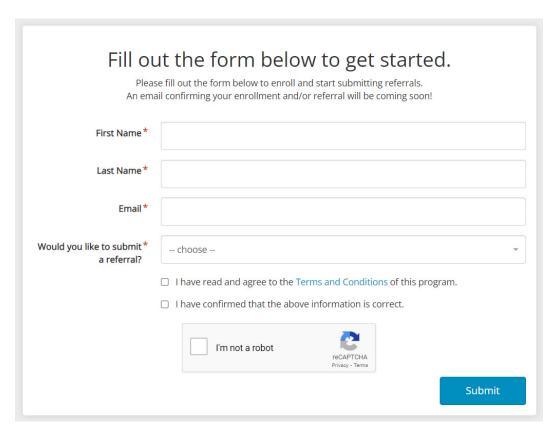
All compensation paid on an AT&T Refer a Business Visa® Reloadable Card.

Other terms and conditions apply.



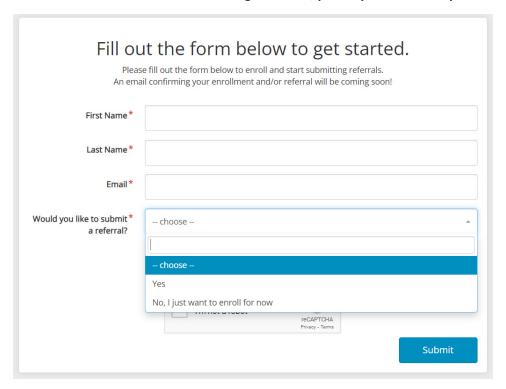
## Participant Enrollment Guide: How to Enroll in the AT&T Refer a Business Program

**Step 1:** Please enter your **first name, last name, and email address** in their respective boxes. The name should align with what is stated on your tax return.

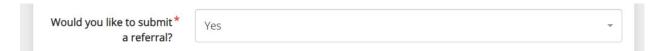




Step 2: In the last question, select if you will be submitting an initial referral or just enrolling at this time. If you would like to enroll without submitting a referral, please proceed to Step 5.

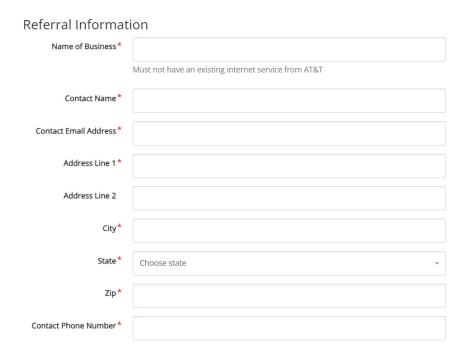


Step 3: If you would like to submit an initial referral along with your enrollment, please select "Yes" and the 'Referral Information' section will appear on the Enroll page. If you change your mind and would like to complete your enrollment without submitting a referral, you can simply choose "No, I just want to enroll for now" and the 'Referral Information' section should disappear.

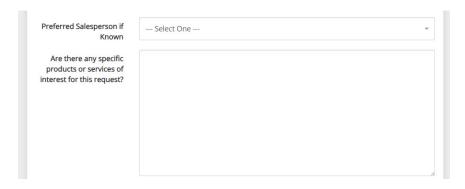




Step 4: Complete the 'Referral Information' section of the enrollment form below to submit a referral.



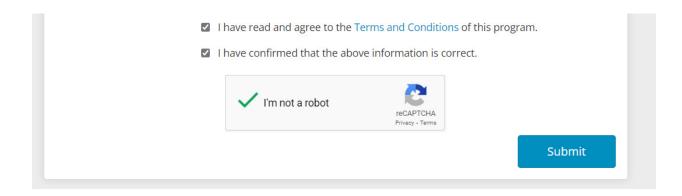
**Step 5:** If you would like the referral to be assigned to a specific AT&T Sales Representative, please **select your preferred AT&T Sales Representative from the 'Preferred Salesperson if Known' <b>dropdown.** Lastly, if there are any specific products or services of interest for this request, please enter them into the open text field at the bottom of the 'Referral Information' section.





**Step 6:** Once completed, click the "Terms and Conditions" link to review the terms and conditions of the program and check the box to agree. Read through the above information and check the box next to "I have confirmed that the above information is correct". Lastly, **check the "I am not a robot" reCAPTCHA box and click Submit.** You will receive an automated email instructing you to complete your profile and set up your password (check Spam/Junk folders). If you do not receive an email, follow these steps:

- 1. Go to <a href="mailto:att.com/BizRefer">att.com/BizRefer</a>
- 2. Click on Sign In
- 3. Click on "Forgot your password"
- 4. Follow the on-screen step
- 5. Check emails (especially spam/junk)



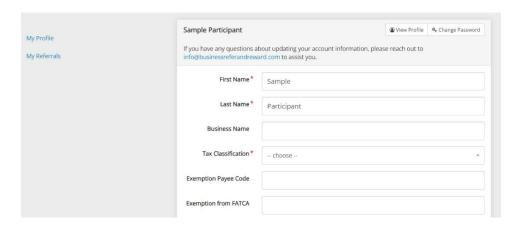


#### **Completing Your Profile: Mailing Address & Tax Information**

Participants of the Refer a Business program will be unable to receive a payment until they have entered their mailing address and their tax identification number for tax filing purposes. If you have any questions please visit the terms page at <a href="https://www.businessreferandreward.com/terms">https://www.businessreferandreward.com/terms</a> or contact info@referabizsupport.com.

Step 1: First, you will log in to your Refer a Business account. Once logged in, you will want to navigate to the 'My Profile' page by clicking 'Account' in the top navigation menu and then selecting 'My Profile' from the dropdown. You can then click the 'Edit Profile' button next to 'Change Password' to edit and update your account information.

For tax purposes, please enter your Business Name, Exemption Payee Code, and Exemption from FATCA, if applicable. Please also select your Tax Classification and ensure that your First and Last Name match the information you have provided and that is on your tax return.



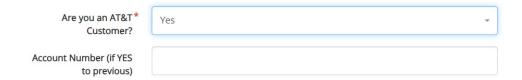
\*Please note that "Business Name" is not required, therefore if the name on your income tax is a business name rather than the participants First and Last name, you will not need to enter the same information in the field. Simply fill out the business name in the first and last name section.



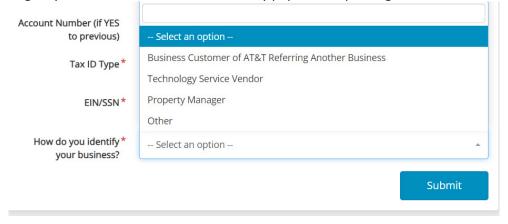
**Step 2:** Please complete the following fields with the correct mailing information, as it is required for you to receive your AT&T Refer a Business reloadable Visa by mail.



**Step 3:** If you are currently an AT&T customer, select "Yes" and include your Account number. Then proceed with filling out your tax information.



**Step 4:** Select the appropriate option for how you identify your business. These are conditional fields and depending on your selection, additional fields may populate requesting more information.





**Step 5:** Once all the required information is correct and complete, please select "Submit". You will see a green bar appear at the top of your screen if your profile has been successfully updated.



If you have any questions or any issues during the enrollment process, please contact the AT&T Refer a Business Support Team at <a href="mailto:info@referabizsupport.com">info@referabizsupport.com</a>.