

A collection of small, stylized human figures in various business outfits, scattered across the top half of the page. Some are standing in groups, others are walking, and they cast soft shadows on the white background.

**Referral Partner on
boarding checklist**

Introduction

Main contact is partner@timeware.co.uk

Pre-Sign Up

Initial phone call from Partner Support to explain referral partner program.

Send referral partner application form (t2-0602) and summary documentation (t2-0605).

Project Team to complete any requested demonstrations.

Post Sign Up

Request the email addresses and postal address of all partner approved contacts.

Request which integration products they sell (if applicable).

Request overview of sectors they work with.

Add as a partner to ISP including all contacts, integration products they sell and approved contacts.

Add partner contacts to hub mailing list/mailshot list on ISP.

Referral partner details added to timeware.info.

Request account details and send to account@timeware.co.uk.

Send links to timeware brochures.

Product awareness training.

LinkedIn article on timeware and Simon Birchall's account.

Invitation to launch.

Send Hub magazine.

Send relevant mailshots.

Post Sign Up - For International Partners only

Research countries regulations to ensure that software and hardware meets requirements.