

Additional service

for Independent
Professionals

HeadFirst offers you access to more than 200 appealing Clients. Have you found an assignment? Then we can support you with our additional services.

Administration, insurance, credit management, acquisition of assignments and personal development. As an entrepreneur, you have to deal with it all. Because we want you to excel without having to worry about practical matters, we offer you the possibility to use our Basic, Premium or Excellent services that provide all aspects of the business.

Basic service

Besides *Premium* and *Excellent* we also offer a *Basic service*. This is free of charge, because you then decide to arrange many things yourself.

- ***No relationship-/competition clause***

We do not apply a relationship and/or competition clause. HeadFirst prefers to keep it transparent and does business in an open way.

- ***Fast online contract handling in HeadFirst Select***

All contractual documents relating to new agreements, renewals, contract changes and terminations are clearly stated in HeadFirst Select.

- ***Payment of invoices: depends on terms of the Client***

With our Basic service your invoices will be paid, in accordance with the agreements with the Client.

- ***Track and trace of invoice status in HeadFirst Select***

Keep an eye on your submitted invoices with the 'My Invoices' overview in HeadFirst Select. You can see in a single overview which invoices have been paid or when a payment is planned.

Premium service

Our *Premium service* also include all the benefits of our *Basic service*.

- ***Make offers online on thousands of assignments***

HeadFirst offers you access to thousands of assignments per year from over 200 appealing Clients. You decide how you present yourself, which rate you charge and for which assignments you offer yourself.

- ***Payment of invoices: with 25 days***

Your invoices will be paid within 25 days of receipt. This is a lot faster compared to using our Basic service. Then the payment term depends on the Client.

- ***Personal relationship manager for questions and advice***

You can contact your personal relationship manager for advice on your resume, rates and positioning. We will also discuss rejections of applications with you.

- ***Discount on hundreds of courses by Maestro Academy***

Our training partner Maestro Academy offers a range of training courses in which you can participate with a discount. Click [here](#) for the complete overview (Dutch).

- ***Attending knowledge sessions***

We regularly organise events where inspiring speakers share their knowledge on a wide range of topics. You can also network and catch up with HeadFirst's relationship managers.



Polarisavenue 33
2132 JH, Hoofddorp

E info@headfirst.nl
T +31 (0)23 56 856 30
W www.headfirst.group

- ***Access to online knowledge base***

The HeadFirst knowledge base is the digital information centre, including research reports, white papers and newsletters.

- ***Reimbursement of Cyberclear, professional and company liability insurance***

We reimburse the costs of the professional and company liability insurance - arranged via ZP Zaken - for you. During the term of your assignment, you will be insured for the services you provide to the Client.

With the Cyberclear insurance you are insured against the consequences of hacking, system intrusion, lost data, data theft and cyber-attacks, including liability by - for example - a client. ZP Zaken offers this product in cooperation with Hiscox and is an add-on to the professional and corporate liability insurance. It is also possible to take out the insurance separately. The insurance also offers the possibility of a free security scan for cyber risks and legal advice.

- ***Reimbursement screening costs***

Does the Client request a Pre-Employment Screening (PES) or Certificate of Good Conduct (VOG)? We reimburse these costs.

- ***Membership ZP Zaken***

Our partner ZP Zaken supports you in the field of pensions, insurance and consultancy services. Part of the Premium service is a ZP Zaken membership 'All-in'. As soon as you start an assignment via HeadFirst Group, ZP Zaken will contact you to discuss the following benefits of the membership:

First-line legal advice

In cooperation with DAS, ZP Zaken offers a legal advice desk for Independent Professionals. You can contact this desk with all your legal issues.

Payroll administration

Do you have a Ltd and would you rather outsource the administrative hassle of your salary? Then make use of a - via ZP Zaken - complete, timely and correctly taken care of salary administration.



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10% discount on health insurance for the whole family and 8% discount on supplementary protection

Good health is important for successful entrepreneurship. That is why you can use an attractive, collective health insurance policy from ONVZ.

€ 50,- discount on registration Bright pensioen

BrightPensioenBrightPensioen is especially for people who have to arrange their own pension. Your assets are invested at cost price in a 100% sustainable lifecycle fund. With your ZP Zaken membership you only pay € 50,- registration fee for a pension with Bright pension.

American Express Card

Benefit from a delayed payment, save time and pay your business purchases safely and quickly. More control over your finances thanks to clear monthly statements of account. This is possible with the free American Express Business Green Card.

Subsidy check

Are you going to start a development and/or research project? Then as an Independent Professional you can get a refund of part of the costs via the innovation programme WBSO (Research and Development Promotion Act). ZP Zaken helps you, in cooperation with Wederic, to apply for this subsidy quickly and easily. A successful subsidy application will yield a minimum of €4,500. You will pay a fee of €650 (excl. VAT). If you are not eligible for a subsidy, you pay nothing.

Participation in ZP Golf tournaments

ZP Golf is a unique community of Independent Professionals who share a passion for golf and entrepreneurship. Build useful contacts, make golf appointments and take part in competitions and events. ZP Golf annually organizes the Dutch Golf Championship. With your ZP Zaken membership you have the right to participate. In addition, you benefit directly from exclusive advantages on green fees, golf trips, material and lessons.

Mobilitycard

The Mixx card from Mobility Mixx - offered by ZP Zaken - is the ideal and personal mobility solution for truly all transport options.



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Excellent service

Our *Excellent service* also include all the benefits of our *Premium service*.

- ***Active mediation for next assignment***

Is your assignment coming to an end? Then your relationship manager will work hand-in-hand with you to find a suitable new assignment. With the aim of making the best match between you and the client.

- ***Payment of invoices: with 15 days***

Your invoices will be paid within 15 days of receipt. This is a lot faster compared to using the Premium service. Then the payment term is 25 days.

- ***Jobcoaching***

A job coach will talk to you about your personal development, in which all your qualities, knowledge, skills and wishes are the focus. You can rely on a job coach for 4 hours per year.



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More information? Please contact us.

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