



# MYTH AND MASTERY TALENT

## TERMS AND CONDITIONS

Myth and Mastery Talent provides a discreet, high-calibre recruitment and talent partnering service specialising in real estate, workplace, operations, and the unseen work that keeps organisations alive.

The following Terms and Conditions outline the structure, expectations, and conditions of engagement.

### 1. Scope of Service

Myth and Mastery Talent offers:

- Permanent recruitment
- Interim and contract resourcing
- Exclusive retained search
- Talent partnership support
- Organisational diagnostics and leadership fit mapping
- Cultural architecture assessment
- Role scoping and restructuring guidance

Services may be delivered individually or as part of a wider talent partnership.

### 2. Permanent Recruitment Fees

- a. Retained Search
  - 25-30 percent of the candidate's first-year annual base salary.

Retainers are paid in three stages:

- Engagement

Shortlist  
Placement

b. Exclusive Contingent Search

20-25 percent of annual salary.

Applies where Myth and Mastery Talent is the sole recruitment partner.

c. Non-Exclusive Contingent Search

18-22 percent of annual salary.

Applies where multiple agencies are engaged.

Payment Terms

Invoices are issued on candidate acceptance of offer and payable within 14 days.

**3. Interim and Contract Talent**

Myth and Mastery Talent offers two commercial models:

a. Day Rate Mark-Up

15-25 percent mark-up on the contractor's agreed day rate.

b. Weekly Margin Model

A weekly fee added per contractor, calculated according to assignment requirements and seniority.

All contractors are billed weekly.

Invoices payable within 14 days.

**4. Additional Services**

Available individually or as part of an assignment:

Organisational diagnostics

Leadership fit and alignment mapping

Cultural architecture assessment

Role scoping and restructuring

Market insight reports

Quiet advisory on team structure, performance, and succession

Prices provided on request.

**5. Candidate Ownership**

Candidates introduced by Myth and Mastery Talent remain owned by Myth and Mastery Talent for 12 months from date of introduction, unless otherwise agreed in writing.

If the client engages or hires the candidate (permanent, interim, or otherwise) within this period, full fees apply.

## **6.Replacement Guarantee**

For permanent hires:

If a placed candidate leaves within 8 weeks of starting, Myth and Mastery Talent will run a replacement search at no additional cost.

If salary or role scope increases, the fee is adjusted accordingly.

The guarantee does not apply where redundancy, organisational restructure, or material change in duties caused the departure.

## **7.Client Responsibilities**

Clients agree to:

Provide accurate information regarding role, salary, structure, and expectations

Notify Myth and Mastery Talent promptly of interviews and offers

Honour agreed payment terms

Treat introduced candidates with fairness, confidentiality, and professionalism

## **8.Confidentiality**

All information shared by both parties, including organisational details, candidate information, and strategic insights, remains confidential unless explicit permission is given.

## **9.Data Protection and Confidentiality**

Myth and Mastery Talent complies with UK GDPR and all applicable Data Protection legislation.

All information provided by candidates or clients is confidential and will be used solely for advisory, assessment, diagnostics, or executive search purposes.

Personal data will not be shared with third parties outside the agreed engagement without explicit consent.

Candidates and clients have the right to:

Access their personal data

Request correction of inaccurate data

Request deletion of their data

Requests may be made by contacting:

[adelphine@mythandmastery.co.uk](mailto:adelphine@mythandmastery.co.uk)

#### **10. Termination of Assignment**

Either party may terminate an exclusive or retained assignment with 14 days' notice, provided no shortlist has yet been delivered.

Retainer fees already paid are non-refundable.

#### **11. Contact**

To begin an engagement or discuss a potential assignment:

[adelphine@mythandmastery.co.uk](mailto:adelphine@mythandmastery.co.uk)

#### **Governing Law and Jurisdiction**

These Terms and Conditions shall be governed by and construed in accordance with the laws of England and Wales. Where services are provided internationally, the parties agree that English law shall apply unless otherwise agreed in writing.