

A User's Guide to **DATAGROUP**



Welcome!

Thank you for the opportunity to partner with your company's relocation services. Our goal is to provide you and your clients with value-added support and to assist today's transferees and families as they face the challenges of relocation. We look forward to working with you and supporting the success of your relocation programs!

Hannah Sharnsky, President

Making a Referral to **DATAGROUP**

Our programs are designed to be "user-friendly" to you, the **Authorized Referring Agent**. To activate this service, you can either:

Call: 330.761.3458
email: hsharnsky@datagroupinfo.com
or fax: 330.761.3516

Include the following information:

<i>Required Information:</i>	<i>Example:</i>
1. Name of Transferee:	John Doe
2. Company Name:	ABC Company
3. Who will use this service?:	Jane Doe
4. Phone Number:	(212) 555-1212
5. Email address:	jane@gmail.com

- OR -

2. You may provide the transferee a copy of DATAGROUP's program flyer which includes a Program Request Form that they can complete and send to DATAGROUP.

WHAT HAPPENS NEXT?

Once we receive the information on the referral, we immediately contact the transferee to introduce our program and the services they will receive. We also send you a confirmation notice that the program referral has been received and contact has been made with the client to initiate their program.

DATAGROUP's *Programs & Services*

DATAGROUP has a reputation of providing concierge-type services and moderately priced programs to our clients throughout the United States. We make it a point to know our clients and provide each of them with the highest level of relocation support while focusing on consistently providing high quality service.

Our programs have been carefully developed to collaborate with your organization's goals of recruiting and retaining the best employees. Here is a list of programs that we offer:

PRE-RELOCATION SUPPORT

FIRST LOOK: Presenting the People, Places, and Potential of the Destination Community

SPOUSE EMPLOYMENT ASSISTANCE PROGRAMS

FIRST ADVANTAGE: Comprehensive Employment Solutions and Support for the Relocating Job Seeker

FIRST IMPRESSIONS: Delivering Actionable Employment Assistance for the Relocating Job Seeker

FAMILY SUPPORT PROGRAM

FAMILY FIRST: Confidential Community Resources and References for the Relocating Family



One more thing - we have a history of success for this type of work...

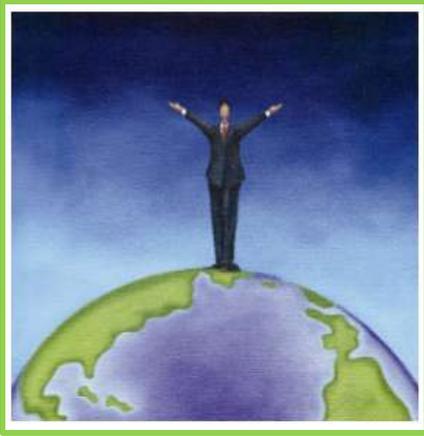
- ☑ DATAGROUP was the sole vendor providing spouse employment assistance for a high-tech company's relocation and recruitment campaign to expand operations to Denver. Result: 4000 employees hired/moved to site within 3 years.
- ☑ DATAGROUP continues to provide employment assistance during a corporate client's site closings resulting in successful employee transfers to remaining company locations throughout the United States.
- ☑ DATAGROUP continues to provide confidential support to various HR departments by supplying community resource analyses and recruitment assistance on proposed expansion sites in a timely and discreet manner.
- ☑ DATAGROUP continues to provide seminars to audiences with effective, hands-on job search and relocation advice.

“As more companies are discovering, picking up the tab for services that help valued employees is a small price to pay if it means the difference between a smooth relocation and a nightmarish one.” *U.S. News & World Report*

We agree with U.S. News & World Report. But don't just take their word for it. Here are some comments from others who also understand its importance...

- *“DATAGROUP has been reassuring in my anxiety of relocating. It exceeded expectations. I have spoken to our HR Director and shown her the materials DATAGROUP has provided. She was very impressed with the detail.”*
(Logistics Manager)
- *“All the bases were covered regarding preparation for a job search in a new area. This was very beneficial for anyone seeking a new job in a new area. They gave me specific information and instructions for finding a new job that would be most compatible for me.”*
(Billing Analyst)
- *“The job search coaching was most valuable in how to search for jobs in my field in a different part of the country.”*
(School Psychologist)
- *“...I am grateful for the constant communication and prompt emails. The program was extremely helpful and it is wonderful to have someone looking out just for you.”*
(Health Care Professional)

“One of the top reasons employee relocations fail is unhappiness or dissatisfaction with the move on the part of the employee's spouse or family. And employees with an unhappy family situation generally face morale problems, which can lead to low productivity and a high rate of absenteeism.” *HR Magazine*



Our Promise To You:

We support your goal of recruiting and retaining the best employees by consistently providing the highest level of relocation assistance to your transferees and their families.

Service You Can Count On

DATAGROUP has been an important part of businesses' employee relocation programs for over 20 years. As a boutique relocation assistance company, we make it a point to be more involved with our clients which allows us to react to requests and situations quicker. We operate on the basis that we build strong relationships with our clients for the long term.

Our reputation for consistently providing high quality service has been demonstrated with our high retention rate of both corporate clients and our partnerships with relocation third party administrators. We look forward to working with you to continue to build upon our success!

To make a referral to DATAGROUP's Programs:

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