



HWLE National Staff Benefits

JULY 2026

PEOPLE & DEVELOPMENT

Thrive Here. Together.

HWLE
LAWYERS

NATIONAL BENEFITS



SOCIAL/CULTURAL

- Monthly National Latte Link-Up Program - Connect with colleagues
- Christmas gift to staff
- National End of Year Awards to recognise excellence
- Opportunities to connect through active social clubs
- Practice Group social events
- Annual office EOFY functions
- Monthly Friday night drinks in every office
- Sporting teams and fun runs



CAREER SUPPORT

- Progressive learning programs for every stage of your career.
- 180-day career planning meetings with your People Leader
- Promotion cycles twice a year
- Transparent career promotion pathways (including to Partner) via Career Development Program
- Established Pro Bono Program and budget relief for Pro Bono work
- Client secondment opportunities
- Business development events
- Flexible access to our 9 office locations across Australia
- Flexible working options
- Access to senior leaders due to low Solicitor: Partner ratio
- KPI relief in your first 3 months with the firm
- KPI relief based on leave
- CPD events led by industry experts



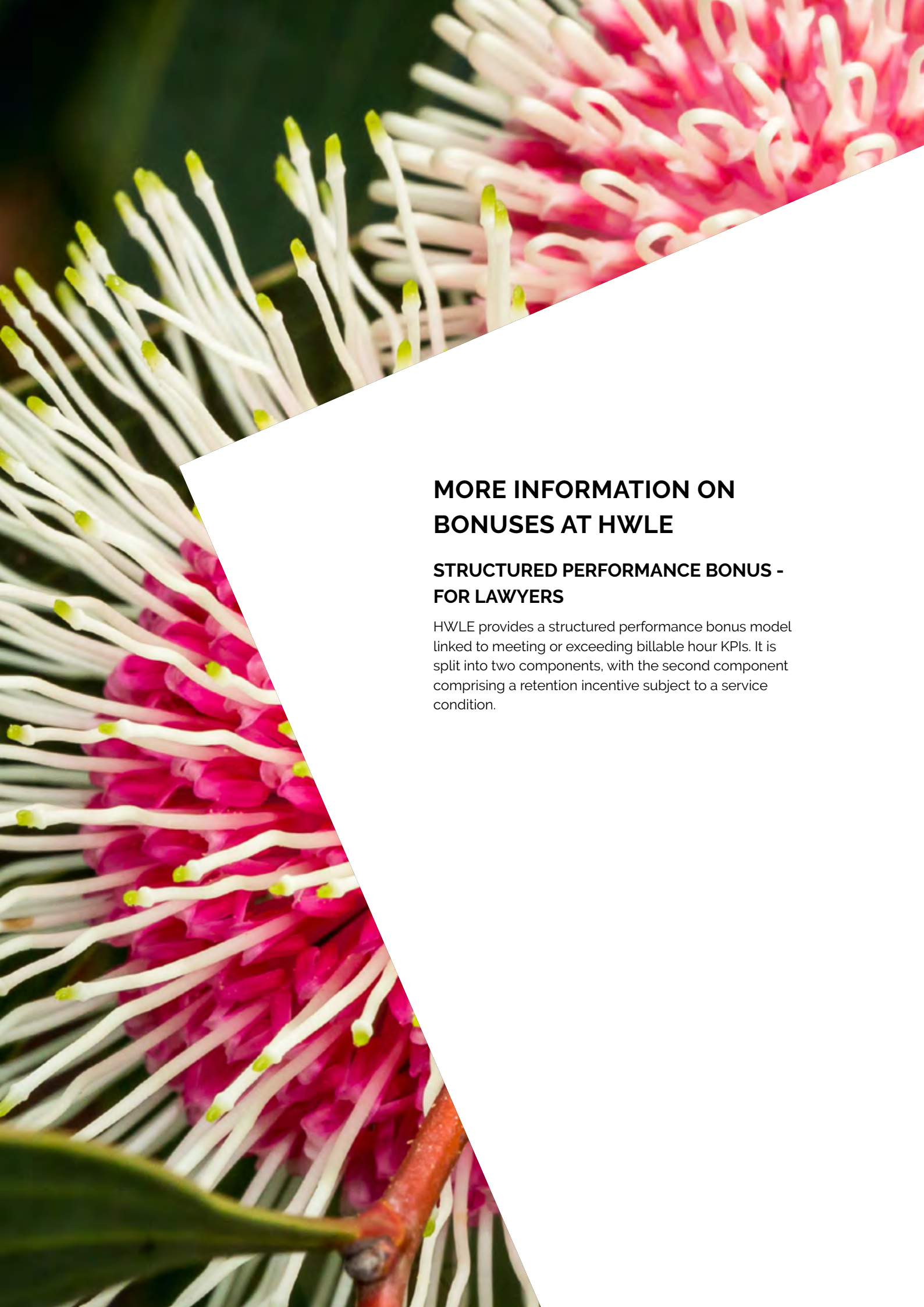
WELLNESS

- Purchase up to 2 weeks additional leave
- Access 26 weeks paid parental leave. Including superannuation on both paid and unpaid parental leave up to 12 months. Paid leave is also available for fertility and surrogacy treatment, miscarriage, stillbirth or infant death. Our policy applies to parents regardless of gender. Subject to six months of continuous employment and other conditions under our Parental Leave Policy.
- Additional week of leave bonus for lawyers
- Fortnightly pay cycle
- Employee Assistance Program
- KPI relief based on leave
- Flexible working options



EXTRAS

- Structured performance bonus
- Discretionary relationship fee bonus
- Referral bonus for new staff (receive up to \$15,000 for introducing us to your friends when they pass probation)
- Client offers
- No hot desking

A close-up photograph of a flower, likely a Banksia, featuring numerous long, white stamens with yellow tips extending from a dense cluster of pinkish-red petals. The image is partially obscured by a white diagonal shape that serves as a background for the text.

MORE INFORMATION ON BONUSES AT HWLE

STRUCTURED PERFORMANCE BONUS - FOR LAWYERS

HWLE provides a structured performance bonus model linked to meeting or exceeding billable hour KPIs. It is split into two components, with the second component comprising a retention incentive subject to a service condition.

ELIGIBILITY CRITERIA

To ensure fairness and transparency, eligibility is based on the following criteria:

- You must have been a permanent employee of HWLE for no less than 12 months as at 30 June (including the probationary period).
- Performance criteria are based on the full financial year ending 30 June, with bonuses calculated and announced in July each year. If you have not been with us for a full financial year, then you would next be eligible in the following financial year once you have been here for a full 12 months. Discretionary bonuses may apply where the structured performance bonus does not.
- Your billed hours target meets or exceeds 100% for the financial year.
- If eligible, the bonus is paid in two components: the first in July/August and the second in January as a retention incentive. You must remain employed at the time of the January payment.

BONUS PAYMENT STRUCTURE

Below is a table showing the qualifying percentage based on an employee's base salary as at 30 June.

ROLE	TENURE AT FIRM	FY26 % PAID
Solicitor	>1 to 4 years	10%
	4 plus years	12%
Associate	>1 to 4 years	10%
	4 plus years	12%
Senior Associate	>1 to 4 years	10%
	4 plus years	12%
Special Counsel	>1 to 4 years	8%
	4 plus years	10%

OTHER BONUS SCHEMES AT HWLE

Discretionary bonuses

- **Relationship fee bonuses** - Where relationship fees at a solid and demonstrable level result from your client introductions and business development efforts.
- **Bonus in lieu of a salary increase** - where performance is exceptional, but you are not eligible for a salary increase, there is the opportunity for you to receive a discretionary bonus.
- **Bonus for service excellence** - A service excellence bonus may be considered on the basis of merit where you add material value to the firm through non-billable or firm-related contributions. Typically, if you are eligible for a structured performance bonus, you will not receive a service excellence bonus as well.

KPI bonus scheme

HWLE also acknowledges professional staff who bill 115% or more of their billable KPI (hours) budget for the full financial year with 5 days of paid time in lieu (pro-rata for part-time employees).

NATIONAL BENEFITS

BANKING SERVICES	MAXXIA VEHICLE ASSISTANCE	QANTAS CLUB MEMBERSHIP
Get personalised advice with priority services and exclusive banking and retail offers. Banks we are partnered with: - Bank of Melbourne - Bank SA - Commonwealth Bank - St George - Westpac	Novated leasing plans for new, used or existing vehicles Price negotiation support for vehicle purchase.	30% off annual membership fees for permanent staff.
LENOVO DISCOUNT PROGRAM	MAXXIA REWARDS	SALARY CONTINUANCE WITH MOSAIC
Access discounts on Lenovo laptops, desktops, monitors and accessories.	Access cashback benefits and offers on everyday products including travel, retail and groceries through Maxxia rewards.	HWLE provides an opt in Income Protection benefit under a Group Insurance Policy. This benefit is to provide you with replacement income in the event that an injury or illness causes disability and impacts your earning capacity. This benefit is only available to permanent staff working more than 15 hours per week.
COMPANY MERCHANDISE		
Branded merchandise (such as Frank Greens and umbrellas) available to purchase at exclusive rates.		



LOCAL OFFICE BENEFITS

ADELAIDE CANBERRA	
CBRE: ADELAIDE CANBERRA ➤ End of Trip facilities ➤ Bike storage ➤ Concierge facilities including dry cleaning and umbrella hire ➤ Coffee discounts for local cafes ➤ Discounted gym classes	
ADELAIDE SPECIFIC	CANBERRA SPECIFIC
➤ Yoga and Pilates classes ➤ 20% off 5 items or more dry cleaning with Karl Chehade ➤ Level 21 Rooftop terrace ➤ 20% off at Adelaide Hills Hotel Group Venues	➤ Double Drummer- free coffee for first time users ➤ Exclusive discounts to Pilates classes ➤ Wellness program
BRISBANE	
360 QUEEN STREET ➤ Wellness Centre including access to group fitness classes ➤ Pavilion Hub ➤ End of Trip facilities ➤ Bike storage and access to occasional bike repair services	

DARWIN

MCGEES PROPERTY BUILDING MANAGEMENT

- ✔ La Casa - 10% discount on all purchases.
- ✔ Cold Rock - 10% discount on any ice cream purchase.
- ✔ Browz and Beauty – collect a discount card from store which provides 15% discount.
- ✔ iSmashed - 10% discount on all the accessories items.
- ✔ Hoskings Jewellers - sign up in store to become a Goldcard VIP customer.

PERTH

DEXUS COMMUNITY: PERTH

- ✔ End of trip facilities
- ✔ Bike storage
- ✔ Concierge facilities including
 - ✔ Dry cleaning
- ✔ Free gym classes
 - ✔ Yoga, HIIT, Pilates, Boxing, Monday Meditation
- ✔ 1:1 personal training sessions available for a fee
- ✔ Discounts for Endota Spa
- ✔ Discounts for Accor locations in ANZ and South Pacific
- ✔ Discounts at Experience Oz adventure tours
- ✔ Childcare centre

LOCAL OFFICE BENEFITS

MELBOURNE

CBUS: COLLINS ARCH

- End of trip facilities
- Bike storage and quarterly complimentary bike service
- Concierge facilities including dry cleaning and umbrella and picnic rug hire
- Free gym and wellness classes
- Discounted movie tickets
- Sports & Entertainment- exclusive deals on sporting events, concerts, theatre shows and major events
- Advanced ticketing- get priority access to sold out events
- Access to booked out restaurants and hotels
- W Hotel discounts - 10% off Curious, Lollo, Culprit, Warabi
- Valet parking at W Hotel



SYDNEY

CBUS: 5 MARTIN PLACE

Also available to Norwest Staff

- ✔ End of trip facilities
- ✔ Bike storage and quarterly complimentary bike service
- ✔ Concierge facilities including dry cleaning and restaurant and taxi bookings
- ✔ Free gym and wellness classes



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