how to start a recruiting business

How to Start a Recruiting Business: A Step-by-Step Guide to Building Your Talent Empire

how to start a recruiting business is a question many aspiring entrepreneurs ask when looking to break into the dynamic world of talent acquisition. The recruiting industry offers exciting opportunities to connect employers with the right candidates, and with the workforce landscape constantly evolving, skilled recruiters are in high demand. If you're passionate about helping businesses grow by finding exceptional talent, starting your own recruiting business can be a fulfilling and profitable venture.

In this article, we'll walk through essential steps and practical tips for launching a successful recruiting agency. From understanding the market to developing your niche and building strong client relationships, you'll gain valuable insights to confidently embark on your recruiting business journey.

Understanding the Recruiting Business Landscape

Before diving into the logistics of starting a recruiting agency, it's important to understand what the business entails. A recruiting business acts as a bridge between employers seeking qualified candidates and job seekers looking for opportunities. The agency's role is to source, screen, and recommend candidates that best match the client's requirements.

Types of Recruiting Agencies

Recruiting businesses can vary widely depending on their target market and specialization. Common types include:

- Contingency Recruiting: Agencies are paid only when a candidate they present is hired.
- **Retained Recruiting:** Clients pay upfront fees for recruiters to conduct a dedicated search.
- **Temporary Staffing:** Providing short-term or contract workers to businesses.
- Executive Search: Focusing on filling high-level leadership roles.

Choosing which model to pursue impacts your business strategy, marketing, and client relationships.

Developing a Business Plan for Your Recruiting Agency

Like any startup, creating a solid business plan is crucial for success. This plan acts as your roadmap, outlining how you'll attract clients, find candidates, and generate revenue.

Identify Your Niche and Target Market

Recruiting covers a vast range of industries and positions. Narrowing your focus to specific sectors—such as technology, healthcare, finance, or manufacturing—can give you a competitive edge. Specializing allows you to build deeper industry knowledge, develop targeted candidate pools, and establish yourself as an expert recruiter within that domain.

Analyze Competitors and Market Demand

Conduct thorough research on existing recruiting agencies in your region or industry to identify gaps or underserved markets. Understanding what others offer helps you differentiate your services and tailor your value proposition effectively.

Outline Your Revenue Model

Decide how you will charge clients—whether via placement fees (a percentage of the candidate's salary), hourly billing for contract staffing, or flat fees for certain services. Clarify your pricing structure and terms to set clear expectations.

Legal and Financial Foundations

Setting up your recruiting business legally and financially ensures smooth operations and protects you from potential risks.

Register Your Business Entity

Choose a suitable business structure such as sole proprietorship, LLC, or corporation. Register your business name and obtain necessary licenses or permits based on your location's regulations.

Set Up Business Banking and Accounting

Open a dedicated business bank account to separate personal and business finances. Implement accounting software or hire a professional accountant to manage invoices, taxes, and payroll efficiently.

Understand Employment Laws and Compliance

Recruiting involves handling sensitive candidate information and contracts. Familiarize yourself with labor laws, data privacy regulations (like GDPR or CCPA if applicable), and equal opportunity

employment guidelines to avoid legal pitfalls.

Building Your Talent Network and Client Base

At the heart of every recruiting business are strong connections with job seekers and employers. Cultivating these relationships takes time but is key to long-term success.

Source Qualified Candidates

Utilize multiple channels to find top talent, such as job boards, social media platforms like LinkedIn, industry forums, and networking events. Developing a robust candidate database allows you to quickly match applicants to client needs.

Market Your Recruiting Services

Create a professional website showcasing your expertise, client testimonials, and the types of positions you fill. Content marketing, SEO optimization, and targeted advertising can boost your visibility. Also, attend trade shows and industry conferences to meet potential clients face-to-face.

Provide Excellent Customer Service

Building trust is essential. Keep transparent communication with both clients and candidates, provide timely feedback, and follow up after placements. Happy clients and candidates lead to repeat business and referrals.

Leveraging Technology to Streamline Recruiting

Modern recruiting heavily relies on technology to increase efficiency and accuracy.

Applicant Tracking Systems (ATS)

An ATS helps manage candidate applications, track progress, and maintain records. Investing in a reliable ATS can save you hours of manual work and improve candidate matching.

Customer Relationship Management (CRM) Tools

CRM software allows you to organize client information, manage leads, and automate

communications. This improves client retention and helps prioritize outreach efforts.

Utilize Video Interviewing and Assessment Tools

Especially relevant in today's remote-friendly world, video interviews and online skill assessments speed up the screening process and provide deeper insights into candidate suitability.

Best Practices for Growing Your Recruiting Business

Once your agency is up and running, focus on strategies that foster growth and increased profitability.

Continuously Expand Your Network

Join professional recruiting associations, attend workshops, and engage in online recruiting communities to stay current with industry trends and expand connections.

Offer Value-Added Services

Consider providing consulting on workforce planning, salary benchmarking, or onboarding support. These services can differentiate your agency and create additional revenue streams.

Invest in Training and Development

Keep sharpening your recruiting skills and industry knowledge through courses and certifications. Well-trained recruiters deliver higher quality placements and client satisfaction.

Track Metrics and Adapt

Monitor key performance indicators such as time-to-fill, placement rates, and client retention. Use this data to refine your processes and improve efficiency.

Starting a recruiting business is a rewarding endeavor that combines relationship-building, strategic thinking, and industry insight. By carefully planning your approach, leveraging technology, and focusing on delivering exceptional service, you can carve out a successful niche in the competitive recruiting landscape. Whether you're passionate about connecting tech talent with startups or placing executives in Fortune 500 companies, the key lies in dedication and understanding the unique needs of both candidates and employers.

Frequently Asked Questions

What are the first steps to start a recruiting business?

The first steps to start a recruiting business include conducting market research, choosing a niche or industry focus, creating a business plan, registering your business legally, and setting up your office and technology infrastructure.

How do I choose the right niche for my recruiting business?

To choose the right niche, assess your expertise, industry demand, and competition. Focus on sectors where you have connections or knowledge, such as IT, healthcare, or finance, to better serve clients and candidates.

What legal requirements are needed to start a recruiting business?

Legal requirements typically include registering your business entity, obtaining necessary licenses or permits, understanding labor laws, drafting contracts for clients and candidates, and possibly getting business insurance.

How can I attract clients when starting a recruiting business?

Attract clients by networking, leveraging social media, attending industry events, offering competitive pricing, showcasing successful placements, and creating a professional website to build credibility.

What technology tools are essential for a recruiting business startup?

Essential tools include an Applicant Tracking System (ATS), customer relationship management (CRM) software, communication platforms (email, video calls), job boards, and marketing tools to streamline recruiting and client management.

Additional Resources

How to Start a Recruiting Business: A Professional Guide to Building a Talent Acquisition Enterprise

how to start a recruiting business is a question that many entrepreneurs and human resources professionals explore as the demand for skilled talent acquisition services continues to rise globally. The recruiting industry, valued at billions of dollars, serves as a critical bridge between companies seeking specialized employees and candidates pursuing meaningful career opportunities. Establishing a recruiting agency requires a mix of strategic planning, market insight, and operational precision. This article offers an in-depth examination of the essential steps, challenges, and best practices involved in launching a successful recruiting business.

Understanding the Recruiting Industry Landscape

Before embarking on how to start a recruiting business, it is vital to comprehend the industry's structure and dynamics. The recruitment sector encompasses various models, including contingency recruiting, retained search, staffing, and executive search. Each model serves distinct types of clients and industries, with differences in fee structures, timelines, and candidate engagement strategies.

Globally, the recruitment market is projected to grow steadily, driven by evolving workforce needs, technological advancements, and increased outsourcing of talent acquisition functions. According to IBISWorld, the U.S. staffing and recruiting industry alone generates over \$150 billion annually, highlighting the substantial opportunity for new entrants.

The rise of digital platforms and applicant tracking systems (ATS) has transformed traditional recruiting, enabling firms to source candidates more efficiently and engage clients with data-driven insights. However, competition is fierce, and new agencies must differentiate themselves through specialization, superior service, or innovative technology usage.

Essential Steps to Start a Recruiting Business

1. Conduct Market Research and Define Your Niche

Market analysis is foundational when considering how to start a recruiting business. Identifying your target market and niche enables you to tailor your services effectively. For example, specializing in IT, healthcare, or finance recruitment can position your agency as an expert in those sectors, attracting both clients and candidates seeking domain-specific proficiency.

Research competitor agencies, assess the demand for particular skill sets, and evaluate geographic opportunities. Understanding salary benchmarks, hiring cycles, and industry trends will inform your business model and marketing approach.

2. Develop a Business Plan and Legal Framework

A comprehensive business plan outlines your agency's mission, competitive strategy, financial projections, and operational structure. This document is crucial not only for internal guidance but also for securing funding if needed.

From a legal standpoint, decide on your business entity—sole proprietorship, LLC, or corporation—based on liability considerations and tax implications. Register your business with the appropriate government bodies and obtain any necessary licenses or permits. Additionally, ensure compliance with employment laws, data protection regulations, and equal opportunity statutes relevant to recruitment practices.

3. Establish Financial Systems and Pricing Strategies

Budgeting for startup costs such as office space, technology infrastructure, marketing, and salaries is imperative. Many recruiting firms operate on a contingency fee basis, charging a percentage of the candidate's first-year salary, typically between 15% and 25%. Others may offer retained search services with upfront fees.

Consider cash flow management carefully, as payment delays from clients can impact operations. Setting clear payment terms and invoicing procedures helps maintain financial stability.

4. Build a Robust Candidate and Client Pipeline

The core of any recruiting business is its network of qualified candidates and corporate clients. Leveraging online job boards, social media platforms like LinkedIn, and industry-specific forums enhances candidate sourcing capabilities.

Simultaneously, cultivating relationships with hiring managers and HR departments is essential. Client acquisition strategies may include cold outreach, attending industry events, and creating content that showcases your expertise.

5. Invest in Technology and Recruitment Tools

Utilizing applicant tracking systems (ATS), customer relationship management (CRM) software, and video interviewing platforms streamlines recruitment workflows. Advanced analytics tools can provide insights into candidate engagement and market trends, offering a competitive edge.

Automation of repetitive tasks, such as resume screening and interview scheduling, increases efficiency, allowing recruiters to focus on personalized candidate and client interactions.

6. Assemble a Skilled Recruitment Team

Depending on your scale, recruiting requires specialists who understand sourcing, interviewing, candidate assessment, and client management. Initially, you may start as a one-person operation, but as your business grows, hiring experienced recruiters or industry consultants can enhance service quality.

Training and ongoing professional development ensure your team stays updated on best practices, compliance standards, and emerging recruitment technologies.

Key Considerations and Challenges in Starting a

Recruiting Business

Starting a recruiting business entails navigating several challenges that influence long-term viability.

Competition and Market Saturation

The recruitment industry is densely populated, with numerous agencies competing for the same clients and candidates. Differentiation through specialization, exceptional customer service, or leveraging niche markets becomes critical.

Cash Flow and Payment Cycles

Recruitment firms often face delays between candidate placement and receiving payment, stressing the importance of effective cash flow management. Building a client base with reliable payment histories and negotiating favorable contract terms mitigates risk.

Compliance and Ethical Considerations

Recruiters must adhere to legal regulations regarding candidate data privacy, non-discrimination, and fair labor practices. Implementing transparent policies and training staff on ethical recruitment safeguards reputation and reduces liability.

Technology Adoption and Adaptability

Rapid technological shifts require recruiters to adapt continuously. Agencies that resist integrating digital tools risk inefficiency and losing relevance in an increasingly tech-driven environment.

Comparing Recruiting Business Models

Understanding different recruiting approaches can shape how to start a recruiting business tailored to your strengths and market needs.

- **Contingency Recruiting:** Payment is made only if a candidate is successfully placed. This model is low-risk for clients but can create pressure on recruiters to fill positions quickly.
- **Retained Search:** Clients pay an upfront fee for exclusive recruiting services, typically for high-level or executive positions. This model offers more predictable revenue but requires strong client trust.

- **Staffing and Temp Agencies:** Agencies hire candidates directly and lease them to client companies. This model involves higher operational complexity but can generate recurring income.
- **Recruitment Process Outsourcing (RPO):** Firms handle all or part of the client's recruitment function, often through long-term contracts, providing steady revenue streams.

Choosing the right model depends on your expertise, capital availability, and target market demands.

Marketing Strategies for a New Recruiting Business

Effective marketing is vital to building brand awareness and attracting both clients and candidates.

Content Marketing and Thought Leadership

Publishing industry insights, salary guides, and hiring trends positions your agency as an authority. Blogs, whitepapers, and webinars can generate inbound leads.

Social Media Engagement

Platforms like LinkedIn are indispensable for recruiters. Regular updates, candidate spotlights, and interactive posts foster community and engagement.

Networking and Partnerships

Collaborations with industry associations, attendance at trade shows, and referral programs can expand your reach organically.

Search Engine Optimization (SEO)

Optimizing your website with keywords such as "how to start a recruiting business," "talent acquisition services," and "recruitment agency near me" improves visibility to potential clients searching for recruitment solutions.

Scaling and Growing Your Recruiting Business

Once established, scaling your recruiting business involves diversifying service offerings, expanding

into new industries, and investing in technology upgrades. Leveraging data analytics to refine candidate matching and client targeting can increase placement success rates.

Franchising or opening additional offices in other regions may also be viable growth strategies. However, maintaining service quality and corporate culture during expansion is paramount.

Mastering client retention through excellent service, timely communication, and transparency fosters repeat business and referrals, driving sustainable growth.

Launching a recruiting business is a multifaceted endeavor that blends market insight, legal compliance, operational discipline, and relationship-building acumen. Entrepreneurs who strategically navigate these elements position themselves to thrive in an evolving talent acquisition landscape.

How To Start A Recruiting Business

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how to start a recruiting business: How to Start A Recruiting Business, how to start a recruiting business: How to Start an Executive Recruiting Business ARX Reads, So you want to start your own executive search firm or recruiting company or are curious about the steps involved. Unlike other recruiting service companies, executive search firms focus exclusively on filling high-profile leadership jobs with highly-experienced candidates. While there are generally fewer of these high-profile positions to fill, the salaries drawn by executives and other leaders can mean a big payday for successfully facilitated hires. That being said, the demands that clients will have for their next executive will be extensive, so prepare to work hard for those successful executive hires. So, here are the requirements for starting an executive search firm.

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managing her own successful business, she has worked with growing corporations and retained search firms across the nation as a recruiter and consultant.

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seven years. PM announced that "There will be no income tax on startups' profits for three years" PM plans to reduce the involvement of state government in the startups so that entrepreneurs can enjoy freedom. No tax would be charged on any startup up to three years from the day of its establishment once it has been approved by Incubator. As such there are hundreds of small businesses which can be started without worrying for a heavy investment, even from home. In the present book many small businesses have been discussed which you can start with low cost. The book has been written for the benefit of people who do not wish to invest large amount and gives an insight to the low investment businesses/ projects with raw material requirements manufacturing details and equipment photographs. Undoubtedly, this book is a gateway leading you to become your own boss. Major contents of the book are cooking classes, handmade jewellery making, in house salon, cake & pastry making, home tutoring, internet business, cleaning business, detergent making, pet sitting business, gardening business, home based photography, recruitment business, banana chips making, potato chips and wafers, leather purse and hand bags, biscuit manufacturing, papad manufacturing, pickles manufacturing, spice manufacturing, ice-cream cones manufacturing, wax candles manufacturing, chilli powder manufacturing, soft toys manufacturing, soap coated paper, baking powder making, moong dal bari making etc. This handbook is designed for use by everyone who wants to start-up as entrepreneur. TAGS best business to start with little money, Best New Small Business Ideas and, Opportunities to Start, best small and cottage scale industries, Business consultancy, Business consultant, Business Ideas in India up to 1 Cr, Business Startup Investors, Detailed Project Report, Download free project profiles, fast-Moving Consumer Goods, Feasibility report, food manufacturing business ideas, Food Processing: Invest and start a business in Food processing, Free Project Profiles, Get started in small-scale food manufacturing, Good Small Business Ideas with Low Investment, Highly Profitable Business Ideas, How to Start a Project?, How to start a successful business, Industrial Project Report, Kvic projects, Low Cost Business Ideas, How to Start a Small Business, manufacturing business ideas with low investment, Manufacturing Business: Profitable Small Scale Industry, Market Survey cum Techno-Economic feasibility study, modern small and cottage scale industries, most profitable manufacturing business to start, New Business Ideas in India: Business Ideas with Low Investment, new manufacturing business ideas with medium investment, Personal & Household Products Industry, Pre-Investment Feasibility Study, Preparation of Project Profiles, Process technology books, Profitable Manufacturing Business with Low Investment, profitable small and cottage scale industries, Profitable Small Business Manufacturing Ideas, Profitable Small Scale Business Ideas and Investment, Project consultancy, Project consultant, Project identification and selection, Project profiles, Project Report, project report on processing industries, Self-Made Millionaires: Best Small Business ideas, Setting up and opening your own Business, small business ideas list, Small Business Manufacturing, Small investment big profit making, Small Manufacturing Business - Startup Business, small manufacturing business from home, small manufacturing business ideas that cost little to start, small manufacturing machines, Small Scale Business Ideas List in India, Small scale Commercial manufacturing business, Small Scale Manufacturing Business Ideas That Cost Little to Start, small scale manufacturing in villages, Start a Food Processing Unit, start up business in India, start up business opportunities, startup business ideas, startup business plan, startup ideas India, start-up ideas that have earned lakhs & crores, Startups & High-Growth Businesses, The most profitable private business sectors, top small business ideas, What is the best manufacturing business to start in India?, What is the best manufacturing business to start with 10 lakhs in India, Which small scale industry is best to start in India now?

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how to start a recruiting business: Start Your Own Staffing Service / Entrepreneur magazine, Krista Turner, 2013-08-19 The new world economy is tough on job security. Hordes of skilled, experienced, motivated workers are flooding the market, looking for work. And lots of merged and downsized companies now outsource the work that used to be done by permanent employees. The bright side? It's prime time for the staffing profession. Detailing the hottest specialties in the staffing service industry—facilities staffing, industrial staffing, office/clerical staffing, temp staffing and

temp-to-perm staffing—the experts at Entrepreneur provide everything eager entrepreneurs need to know to start their own staffing service. Covers: -Industry trends and opportunities -Identifying a specialty -How to establish the business—from securing licenses and financing to buying equipment and recruiting employees -Building a client base -Promoting and marketing the business -Managing day-to-day operations -Staying on top of finances Entrepreneurs also gain priceless insight from practicing entrepreneurs who reveal little-known tricks of the trade and common hazards to avoid. Aspiring business owners are given sample documents, worksheets, and other example materials to reference as they move their business forward. Specialties covered include: •Facilities staffing—placing employees in long-term or indefinite-length assignments •Industrial staffing—specializing in manual laborers, food handlers, cleaners, assemblers, drivers, tradespeople, machine operators, etc. •Office/clerical staffing—focusing on secretaries, receptionists, administrative assistants, word processing and data-entry operators, etc. •Temporary staffing—supplying client companies with workers on a short-term basis •Temp-to-perm staffing—offering clients a convenient way to try out temporary workers for permanent positions

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Entrepreneur Press, 2007-10-01 When companies go looking for top business talent, they hire a "headhunter"—an executive recruiter. Executive recruiters are experts at locating star job candidates, leaders and managers of a caliber rarely discovered by the usual recruitment sources. And because business is growing more competitive each day and becoming more demanding of top-flight leadership and decision-making skills, companies are increasingly turning to executive recruiters to help them find the talent they need to stay competitive. This comprehensive guide reveals the strategies used by the best executive search professionals in starting and running their own successful placement services. There are more tricks of the trade in this business than in many others—and we'll reveal what you really need to know: • How to network for both client and candidate leads • The difference between contingency and retainer fees • How to approach prospective candidates • Little known characteristics to look for in executive job candidates • The latest industry trends and fee information Learn how to find the best talent for hire—and make good

money doing it.

how to start a recruiting business: How to Open & Operate a Financially Successful Staffing Service Business Kristie Lorette, 2011 Book & CD-ROM. The median annual salary for someone in the staffing service industry is \$29,000 according to the U.S. Department of Labor and as a business owner, you could make even more. The Department also estimates that the staffing industry will grow faster and add more jobs than just about any other industry over the next decade. If you have always yearned for a career where you can really make a difference in someone s life and are thinking of opening a staffing service business, then we have a book that can assist you in taking those first steps and answer all of your questions along the way. Whether you will be operating out of your home or you are looking to buy or rent office space, this book can help you with a wealth of start-up information, from how to form and name your business to deciding if this will be a joint venture or if you would rather work solo. Valuable information on forming a Partnership, LLC, Corporation, or becoming a Sole Proprietor, the four types of business formation, is included, as well as the legal implications of each. A complete list of all of the start-up equipment that you will need is provided, as well as a sample budgeting sheet to allow you to gauge start-up costs. You will learn about potential risks that you take in opening a staffing service and how to minimise your losses. Also include is information on other types of insurance that you will need to have available to contractors that you hire, such as workers compensation, disability, and unemployment insurance. This book will assist in helping you decide whether you will offer temporary staffing services, long-term staffing services, or temp-to-perm staffing services. A list of potential sectors that your business can operate in will help you decide whether to stick to a specific niche or whether you will hire contractors to work in various fields, along with the benefits of operating in both situations and factors to consider such as local supply and demand, your own career experience, and economic feasibility. This complete manual will arm you with everything you need, including sample business forms; contracts; worksheets and check-lists for planning, opening, and running day-to-day operations; lists; plans and layouts; and dozens of other valuable, time-saving tools of the trade that no business owner should be without. A special chapter on finding qualified contractors and businesses to place your employees in will be included. While providing detailed instruction and examples, the author leads you through every detail that will bring success. You will learn how to draw up a winning business plan (the companion CD-ROM has the actual business plan you can use in Microsoft Word) and about basic cost control systems, copyright and trademark issues, branding, management, legal concerns, sales and marketing techniques, and pricing formulas.

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work sheets guide you through every step of the startup process. You have what it takes to be an
in-demand personal concierge—let us help you get started and succeed!

how to start a recruiting business: Start Your Own Microbrewery, Distillery, Or Cidery The Staff of Entrepreneur Media, Corie Brown, 2015 Fueled by consumers' increasing preference in small-label operations, the craft alcohol industry is growing rapidly. The experts at Entrepreneur have teamed with Corie Brown of Zester Daily, an award-winning website for food/beverage enthusiasts, to bring readers a step-by-step guide to starting their own brand of high-end beers and spirits--

how to start a recruiting business: The Executive's Guide to Information Technology John Baschab, Jon Piot, 2007-07-13 Praise for the The Executive's Guide to Information Technology This book is important reading. It offers practical, real-world insight and pragmatic no-nonsense approaches for people who have a stake in corporate IT. --Lynda Applegate, Henry R. Byers Professor of Business Administration, Harvard Business School Information systems and processes are very important parts of our due diligence assessment of a company--yet the jargon is often more difficult to understand than many foreign languages. Baschab and Piot effectively translate IT into words and concepts that businesspeople can easily understand and act upon. This book is a helpful reference guide for corporate executives and private equity groups of all types. -- Neal Aronson, Managing Partner, Roark Capital Group Business success increasingly depends on effective use of IT. Effective use of IT depends on the kind of in-depth, practical insight in this book. Baschab and Piot provide a pragmatic approach to information systems investment that should be required reading for senior executives and CIOs alike. --Erik Brynjolfsson, Schussel Professor of Management, Director of the Center for Digital Business, MIT This book should provide valuable guidance for management and technology consultants. The Executive's Guide to Information Technology provides field-proven insight on all important aspects of IT planning and execution, from governance to applications to operations and infrastructure. --Gary J. Fernandes, former vice chairman, EDS, member of the Board of Directors, Computer Associates Baschab and Piot do a great job of laying out the fundamental issues and challenges that every IT organization faces. More often than not, the issues are not technical in nature, but are a reflection of how the IT and business teams work together to define, execute, and implement new business tools. The threshold issue is leadership. Often it is difficult for business leaders to feel that they have the skills and perspective to provide that leadership on technical projects. The Executive's Guide to Information Technology provides non-technical business leaders a solid framework for engaging with their IT peers. -- Tom Nealon, Chief Information Officer, J.C. Penney

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