**Umbrella - Key Information Document**

This document sets out key information about your relationship with us and the umbrella company or other intermediary used in your engagement, including details about pay, holiday entitlement and other benefits.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights.

|  |  |
| --- | --- |
| Name of Employment Business: | Vet Seekers Ltd |
| Your Employer (if different form the employment business): | Vet Seekers Ltd |
| Type of contract you will be engaged under: | Contract for services / Overarching contract of employment |
| Who will be responsible for paying you (if different from your employer): | Nominated Umbrella Company |
| How often will you be paid: | Weekly (unless stated differently) |
| Any business connection between the umbrella company, the employment business, and the person responsible for paying you: | None |
| Expected or minimum rate of pay: | Not less than £11.50 per hour |
| Deductions from your pay required by law: | 1. Umbrella margin: £ per week 2. Employee’s National Insurance Contribution 3. Income Tax 4. Employee’s Pension Contributions – OPTIONAL, calculated at 5% (or higher if desired) of earnings between £120 and £962 per week 5. Employers National Insurance Contribution – 13.8% 6. Apprenticeship Levy |
| Holiday Entitlement and pay | 28 days per annum calculated at  12.06897% of gross pay |
| Any other deductions or costs from your pay: | If applicable – student or postgraduate loan deductions  If applicable – earnings attachment orders |
| Any fee’s for goods or services: | None |
| Additional Benefits |  |

**General Information:**

**­**

**Umbrella Representative example of your pay:**

|  |  |  |
| --- | --- | --- |
|  | **Intermediary or umbrella**  **fees** | **Worker fees** |
| **Example gross rate of pay to umbrella company from us:** | £10.50 per hour |  |
| **Deductions or costs taken from intermediary or umbrella income:** | Based on a 40 hour week and holiday pay paid at the same time as regular pay: |  |
|  | Purlieus Consulting margin:  £16 |
|  | Employer’s national insurance: £30.44 |
|  | Apprenticeship Levy: £2.10 |
|  | Employer’s pension contributions: Optional |
| **Example rate of pay to you:** |  | £10.50 inclusive of holiday pay |
| **Deductions from your pay required** |  | Employee’s national insurance: |
| **by law:** | £24.79 |
|  | Employee’s pension contributions: |
|  | £Optional |
|  | PAYE Tax: £29.84 |
| **Any other deductions or costs taken from your pay:** |  | If applicable:   * Student and/or Postgraduation Loan deductions * Earnings Attachment Orders |
| **Any fees for goods or services:** |  | None |
| **Example net take home pay:** |  | £316.84 inclusive of holiday pay |