



## **Key Information Document – Engaging with Agile Recruit via Agency PAYE**

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

Further information can be found in your Contract for Services with Agile Recruitment.

[The Employment Agency Standards \(EAS\) Inspectorate](#) is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

### **GENERAL INFORMATION**

<b>Name of employment business:</b>	Agile Recruitment Ltd (trading as Agile Recruit)
<b>Your employer (if different from the employment business):</b>	Not applicable
<b>Type of contract you will be engaged under:</b>	Contract for services
<b>Who will be responsible for paying your limited company:</b>	Agile Recruitment Ltd
<b>How often you will be paid:</b>	Weekly (30 days from working week completion)
<b>Expected or minimum rate of pay:</b>	£600 per week
<b>Deductions from your pay required by law:</b>	PAYE income tax; Employee's National Insurance; Employee pension contributions at 4% of NMW if enrolled; and if applicable, Student Loan Repayments; Attachment of Earnings Orders.
<b>Any other deductions or costs from your pay (to include amounts or how they are calculated):</b>	None
<b>Any fees for goods or services:</b>	We do not anticipate any but will notify you of any change
<b>Holiday entitlement and pay:</b>	Holiday accrual at 12.07% based on 5.6 weeks annual holiday entitlement (inclusive of bank holidays). This can vary e.g. AWR entitlement
<b>Additional benefits:</b>	None

### **EXAMPLE PAY**

<b>Example rate of pay:</b>	£600.00 weekly
<b>Deductions from your wage required by law:</b>	£66.58 PAYE Tax £55.12 Employee NI 24.00 Employee Pension Contribution
<b>Any other deductions or costs from your wage:</b>	£0
<b>Any fees for goods or services:</b>	£0
<b>Example net payment to PSC:</b>	£454.30 weekly