

Key Information Document

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 at <u>enquiries@hunterskill.com</u> or 01473 216 611.

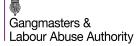
The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the ACAS helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

Your name:	
Name of employment business:	Hunterskill Associates LTD
Your employer (if different from the	Hunterskill Associates LTD
employment business):	
Type of contract you will be engaged	Contract for Services (Temporary
under:	contract)
Who will be responsible for paying you (if	Hunterskill Associates LTD
different from your employer):	
How often you will be paid:	Weekly
Expected or minimum rate of pay:	(National Living Wage) £11.44
Deductions from your pay required by law:	Pay rates depend on type of work – Please see the Assignment sheet Income Tax National Insurance
	 Pension contributions Child maintenance payments Student loan repayments
Any other deductions or costs from your pay (to include amounts or how they are calculated):	None
Any fees for goods or services:	None
Holiday entitlement and pay:	The current statutory entitlement to paid annual leave under the Working Time Regulations is 5.6 weeks . Please refer to your contract for details on holiday entitlement. To be paid as leave taken – if you work 5 days a week, your statutory paid holiday is 28 days a year. (5x5.6)

GENERAL INFORMATION











Additional benefits:

Not applicable

EXAMPLE PAY

Example rate of pay:	£457.60 weekly
Deductions from your wage required by	
law:	
Income Tax	£21.60 Income tax
National Insurance	£19.90 NI
Pension contributions	£ 15.15 Pension
Child maintenance payments	If required by law
Student loan repayments	If required by law
Any other deductions or costs from your wage:	0
Any fees for goods or services:	0
Example net take home pay:	£400.95 weekly

I confirm that I have been issued with a copy of this Key Information Document to keep for ongoing reference.

Employee Name:

Date:

Signature:





