

Key Information Document – PAYE

This document sets out key information about your relationship as a work-seeker with us, as an employment business, including details about pay, holiday entitlement and other benefits. You can find more information at <http://www.etonwood.co.uk/>

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. The below information is based on the national minimum wage in order for you to understand the payment arrangements and relevant deductions. All calculations were rounded to the nearest whole number.

General Information

Your name:	Contractor name
Name of employment business:	Etonwood Limited and or Its relevant subsidiaries
Your employer (if different from the employment business):	N/A
Type of contract you will be engaged under:	Contract of Employment
Who will be responsible for paying you (if different from your employer):	N/A
How often you will be paid:	Weekly or monthly depending on your employment agreement.
Expected or minimum rate of pay:	The national minimum wage was used for calculation purposes. This equates to £8.21 per hour and calculations were done based on a 9-hour day and 5-day work week.
Deductions from your pay required by law:	<p>Income Tax per annum:</p> <ul style="list-style-type: none">• you pay 0% on earnings up to £12,500* for 2019-20• then you pay 20% on anything you earn between £12,501 and £50,000• you'll pay 40% Income Tax on earnings between £50,001 to £150,000• if you earn £150,001 and over you pay 45% tax. <p>National insurance:</p> <ul style="list-style-type: none">• you pay National Insurance contributions if you earn more than £166 a week (£183 2020-21)• you pay 12% of your earnings above this limit and up to £962 a week (for 2019-20 £183-£962 2020-21)• the rate drops to 2% of your earnings over £962 a week.

Any other deductions or costs from your pay (to include amounts or how they are calculated):	N/A
Any fees for goods or services:	N/A
Holiday entitlement and pay:	Minimum annual leave entitlement of 5.6 weeks/28 days for full time employees or for part time workers this will be pro-rated accordingly. This is inclusive of public holidays.
Additional benefits:	N/a

Representative example of your pay

Example rate pay based on minimum wage:	Weekly - £369.45 Monthly - £1601.20 Annually - £19214,40
Deductions from your wage required by law:	PAYE <ul style="list-style-type: none"> • Weekly - £25.80 • Monthly - £111.71 • Annual - £1340.48 NI <ul style="list-style-type: none"> • Weekly - £24.43 • Monthly - £105.79 • Annual - £1,269.53
Any other deductions or costs from your wage:	N/A
Any fees for goods or services:	N/A
Example net take home pay:	<ul style="list-style-type: none"> • Weekly - £319.50 • Monthly - £1383.45 • Annual - £16,601.39 a year