

Key Information Document

Umbrella Company

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. You can find more information at www.bar2.co.uk.

General Information

Name of worker:	
Name of employment business:	
Name of intermediary or umbrella company:	
Your employer:	
Type of contract you will be engaged under:	
Who will be responsible for paying you:	
How often the umbrella company and you will be paid:	

Umbrella company or other intermediary pay information

You are being employed by an umbrella company or other intermediary: a third-party organisation that will calculate your tax and other deductions and then pay you for the work undertaken for the hirer. We will still be finding you assignments.

The money earned on your assignments will be transferred to the umbrella company or other intermediary as part of their income. They will then pay you your wage. All the deductions made which affect your wage are listed below. If you have any queries about these please contact us.

Your payslip may show you as an employee of the umbrella company or other intermediary listed below.

Name of umbrella company or other intermediary:	
Any business connection between the umbrella company or other intermediary, the employment business and the person responsible for paying you:	
The gross or minimum amount that we will transfer to the umbrella company or other intermediary:	

Deductions that we will make to the gross amount paid to the umbrella or other intermediary required by law:	
Any other deductions that we will make to the gross amount paid to the umbrella or other intermediary's income:	
Expected or minimum rate of pay to you from the umbrella or other intermediary:	
Deductions from your wage required by law:	
Any other deductions or costs taken from your wage:	
Any fees for goods or services:	
Holiday entitlement and pay:	
Additional benefits:	

Example pay

	Umbrella or other intermediary fees	Worker fees
The gross or minimum amount that we will transfer to the umbrella company or other intermediary:		
Deductions that we will make to the gross amount paid to the umbrella or other intermediary required by law:		
Any other deductions that we will make to the gross amount paid to the umbrella or other intermediary's income:		
Example rate of pay to you from the umbrella or other intermediary:		
Deductions from your pay required by law:		
Any other deductions or costs taken from your pay:		
Any fees for goods or services:		
Example net take home pay:		