

Key Information Document

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

Further information can be found at No Worries Red Umbrella Limited.

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

Your name	LAW Absolute
Name of employment business:	LAW Absolute
Name of intermediary or umbrella company:	No Worries Red Umbrella Limited
Your employer:	No Worries Red Umbrella Limited
Type of contract you will be engaged under:	Contract of Employment
Who will be responsible for paying you:	No Worries Red Umbrella Limited
How often the umbrella company and you will be paid:	Weekly

Intermediary or Umbrella Company Pay Information

You are being paid through an intermediary or umbrella company: 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 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 listed overleaf.

Name of intermediary or umbrella company:	No Worries Red Umbrella Limited
Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying you:	The employment business and No Worries Red Umbrella Limited are not connected. No Worries Red Umbrella is independent to the Recruitment Agency. A contract for services will be in place between No Worries Red Umbrella and the Recruitment Agency.
Deductions from intermediary or umbrella income required by law:	Employers National Insurance calculated at 15.05% of the gross pay figure (above the Secondary Threshold of £175.00 per week). Auto enrolment employers pension contribution at 3% of the gross pay figure (above the lower level of qualifying earnings of £120.00). Apprenticeship Levy at £3.42. Student loan deductions (if any).
Any other deductions from umbrella income (to include amounts or how they are calculated):	The margin retained by No Worries Red Umbrella is £20.00.
Any fees for goods or services:	None.
Holiday entitlement and pay:	Your holiday entitlement per annum is 28 days. Your holiday pay is included in the rate that is paid to No Worries Red Umbrella by the Recruitment Agency. This will be paid to you with your weekly pay (unless you elect for us to retain it and pay to you when you make a holiday pay claim).
Additional benefits:	None.

Example Pay

	Intermediary or umbrella fees	Worker fees
Example gross rate of pay to intermediary or umbrella company from us:	£800.00 weekly	
Deductions from intermediary or umbrella income required by law:	£76.48 Employers NI £16.90 Employer Pension Contribution £3.42 Apprenticeship Levy	
Any other deductions or costs taken from intermediary or umbrella income:	£20.00 No Worries Red Umbrella margin	
Example rate of pay to you:		£380.00 National Minimum Wage £229.64 Discretionary Profit Sharing Bonus £73.56 Holiday pay advance
Deductions from your pay required by law:		£82.60 PAYE £58.46 Employees NIC £28.16 Employee pension contributions
Any other deductions or costs taken from your pay:		£0
Any fees for goods or services:		£0
Example net take home pay:		£513.98 Net take home pay