

Key Information Document

(PAYE)

This document sets out key information about your relationship with SupplyNow Limited if you choose to work on a PAYE basis. Below you will find details about pay, holiday entitlement and other benefits you can expect to receive.

As an employment business, it is our responsibility to share details on The Employment Agency Standards (EAS) Inspectorate, which 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.

Hopefully, the information below is helpful and clear, although further information can be found by making direct contact with help@supplynow.co.uk

Generic Example	
Your Name	A Teacher
Name of employment business:	SupplyNow Limited
Type of contract you will be engaged under	Contract for Services
How often you will be paid	Weekly
Expected or minimum rate of pay	£150 per day (including £37.50 of holiday pay)
Deductions from your pay required by law	PAYE tax / National Insurance / Employee pension conts
Any other deductions or costs from your pay (including amounts or how they are calculated)	£0
Any fees for goods or services	£0
Holiday entitlement and pay	25 %- £187.50 per week based on below calculations

Example Pay	
Example rate of pay	£750 (£150 per day for 5 days per week)
Deductions from your wage required by law	£101.92 Income Tax, £68.08 National Insurance, £30 pension contributions
Any other deductions or costs from your wage	£0
Any fees for goods or services	£0
Example net take home pay	£550