

Key Information Document (Umbrella)

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.

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:

Name of employment business:

Medics Pro

Name of intermediary or umbrella company:

Umbrella Company Limited

Your employer:

Umbrella Company Limited

Type of contract you will be engaged under:

Contract of Service

Who will be responsible for paying you:

Umbrella Company 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 below. Agency workers placed in roles working with, or caring for, vulnerable persons cannot opt out of the Conduct Regulations. This document is for information only and does not qualify as an agreement for opting out of the conduct regulations.

Name of intermediary or umbrella company:	Umbrella Company Limited
Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying you:	None
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us:	£200 a day
Deductions from intermediary or umbrella income required by law:	Employer's National Insurance Apprenticeship Levy Employer's Pension Holiday Pay
Any other deductions from umbrella income (to include amounts or how they are calculated):	Company margin - £15 per week
Expected or minimum rate of pay to you:	£200 day
Deductions from your wage required by law:	Employee's National Insurance Income Tax Employee's Pension Contributions (deferred for 12 weeks)
Any other deductions or costs taken from your wage (to include amounts or how they are calculated):	None
Any fees for goods or services:	None
Holiday entitlement and pay:	5.6 weeks per annum
Additional benefits:	<p>Umbrella.co.uk is one of the leading umbrella companies in the marketplace, run by qualified accountants. Working as approved suppliers to the majority of agencies in the UK, meaning our contractors never need to switch.</p> <p>We offer preferential rates, the opportunity of building employment tenure and allow contractors to benefit from all the rights of being employed, whilst enjoying the flexibility of contracting.</p> <p>Further benefits of our Umbrella service include:</p> <ul style="list-style-type: none"> - Pension salary sacrifice - Exclusive high street discounts - VIP medical care package, including GP cover 24/7 - Personalised portal to access benefits on the go

Example Pay

	Umbrella Fees	Worker Fees
Example gross rate of pay to intermediary or umbrella company from us:	£1000 per week(excluding VAT)	
Deductions from intermediary or umbrella income required by law:	Employer's National Insurance- £95.00 Apprenticeship Levy- £4.32 Employers Pension Contribution- £22.30 Holiday Pay- £92.99	
Any other deductions or costs taken from intermediary or umbrella income:	Company margin - £15 per week	
Example rate of pay to you:		Basic Pay- £770.39 Holiday Pay- £92.99
Deductions from your pay required by law:		Income Tax- £116.90 Employee's National Insurance- £74.57 Employee's Pension contribution- £37.17
Any other deductions or costs taken from your pay:		None in this example
Any fees for goods or service:		None in this example
Example take home pay:		£634.75