

### **Key Information Document – PAYE (Monthly)**

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

Further information can be found at [www.atlasprofessionals.com](http://www.atlasprofessionals.com)

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**

<b>Your name:</b>	A Professional
<b>Name of employment business:</b>	Atlas Professionals UK Limited
<b>Your employer (if different from the employment business):</b>	Not applicable
<b>Type of contract you will be engaged under:</b>	Contract for Services
<b>Who will be responsible for paying you (if different from your employer):</b>	Atlas Professionals UK Limited
<b>How often you will be paid:</b>	Monthly
<b>Expected or minimum rate of pay:</b>	You will receive at least the Minimum Wage (or National Living Wage) if you are 23 and older). The current rates are detailed here: <a href="https://www.gov.uk/national-minimm-wage-rate">https://www.gov.uk/national-minimm-wage-rate</a>
<b>Deductions from your pay required by law:</b>	PAYE Tax Employee National Insurance Contributions Employee Pension Contributions
<b>Any other deductions or costs from your pay (to include amounts or how they are calculated):</b>	None
<b>Any fees for goods or services:</b>	None
<b>Holiday entitlement and pay:</b>	Holiday accrual at 12.07% based on 5.6 weeks of annual holiday entitlement (inclusive of bank holidays).
<b>Additional benefits:</b>	Access to collective facilities

#### **EXAMPLE PAY - This example is for illustration purposes only.**

<b>Example rate of pay:</b>	£2,800.00 monthly (14 days @ £200 per day)
<b>Deductions from your wage required by law:</b>	£ 350.20 PAYE Tax £ 140.16 Employee NI £ 90.68 Employee Pension contribution
<b>Any other deductions or costs from your wage:</b>	None
<b>Any fees for goods or services:</b>	None
<b>Example net take home pay:</b>	£ 2,218.96 monthly