

Key Information Document

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 [EWI Recruitment - \(https://www.ewirecruitment.com\)](https://www.ewirecruitment.com) or in your terms and conditions.

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 4566 5333 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

GENERAL INFORMATION

Your name:	[Enter the name of the worker]
Name of employment business:	EWI RECRUITMENT LIMITED
Type of contract you will be engaged under:	Contract for Services
Who will be responsible for paying you:	EWI RECRUITMENT LIMITED
How often you will be paid:	Weekly
Expected or minimum rate of pay:	No less than national minimum wage
Deductions from your pay required by law:	Income Tax National Insurance Pension (NOW Pensions)
Any other deductions or costs from your pay (to include amounts or how they are calculated):	None
Any fees for goods or services:	None
Holiday entitlement and pay:	Statutory minimum annual leave entitlement of 5.6 weeks/28 days for full time employees. For part time workers this will be pro-rated accordingly Your holiday will accrue daily.
Additional benefits:	Access to collective facilities provided by Hirer.

EXAMPLE PAY

Example rate of pay:	£380.00 weekly
Deductions from your wage required by law:	£27.62 Income Tax £23.52 National Insurance £7.00 Employees Pension Contribution
Any other deductions or costs from your wage:	None
Any fees for goods or services:	None
Example net take home pay:	£321.86