

Key Information Document – PAYE

This document sets out key information about your relationship as a work-seeker with us, as an employment business, including details about pay, holiday entitlement and other benefits.

General Information:

Name of employment business:	Cherry Professional
Type of contract you will be engaged under:	Contract for Services - Temporary Worker
Who will be responsible for paying you:	Simplicity are the company who run the payroll for our temporary workers.
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:	PAYE tax, employee NI contributions, employee pension contributions (i.e. auto enrolment) and student loan (if known).
Holiday entitlement and pay:	The statutory minimum annual leave entitlement of 5.6 weeks/28 days for full time employees or for part time workers it will be pro-rated accordingly.

Representative example of pay: (The numbers given here are purely for illustrative purposes)

Example rate pay:	£12.71 x 37.5 hours = £476.63
Deductions from your wage required by law:	Income Tax = £46.80 per week National Insurance = £18.77 per week Auto Enrolment Pension = £17.83
Any other deductions or costs from your wage:	N/A
Any fees for goods or services:	N/A
Example net take home pay:	Take Home = £393.23