

Key Information Document – Personal Service Company – Deemed Employment (Inside IR35)

This document specifies key information which relates to the arrangement between us, **Carmichael Site Services Limited** (the “Employment Business”) and your **Personal Service Company (PSC)**, (the “Work Seeker”), via which you are providing your services.

Further information can be found at: <https://www.carmichaeluk.com/>

The Fair Work Agency is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 0345 161 6000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

General Information:

Name of Employment Business:	Carmichael Site Services Limited who carry out business under the trading name Carmichael ^{UK} .
Type of contract your Personal Service Company will be engaged under:	Contract for Services
Who will be responsible for paying your Personal Service Company (if different from the Employment Business):	N/A

Personal Service Company – Payment Information:

How often will your Personal Service Company be paid:	Weekly
The minimum rate of pay to your Personal Service Company:	National Minimum Wage
Deductions from the Deemed Employment Payment made to your Personal Service Company as required by law:	Statutory deductions such as Income Tax and Employee’s National Insurance Contributions (NIC)
Any other deductions or costs from the Deemed Employment Payment made to your Personal Service Company (to include amounts or how they are calculated):	N/A
Any fees for goods or services:	N/A
Holiday entitlement and pay:	N/A
Additional benefits:	N/A

Example Pay:

Example rate of pay:	£476.63 (£12.71 x 37.5 Hours)
Deductions from payments made to the Personal Service Company as required by law:	£42.18 – PAYE Tax £18.79 – Employee’s National Insurance
Any other deductions or costs from the payments to the Personal Service Company:	N/A
Any fees for goods or services:	N/A
Example net pay:	£415.66



Signing on as a Personal Service Company:

This document explains your pay information if you engage as a personal service company. If you engage with an employment business as a personal service company, then you can opt out of being covered by the Conduct Regulations.

The opt out must be given in writing to the employment business by both the PSC and the person being supplied to do the work. The employment business cannot encourage you to do this and it must be your own decision.

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.