



Key Information Document – Umbrella Company

Here at Archer Resourcing, we are committed to being transparent and providing clear insights into your employment choices during temporary assignments or contracts.

We have provided below documents outlining essential details about your pay structure, holiday entitlements and additional benefits you're entitled to receive via Umbrella payment

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 via 0207 215 5000 or eas@beis.gov.uk

Name of intermediary or umbrella company	Example Umbrella Provider
Your employer	Example Umbrella Provider
Type of contract you will be engaged under	Employment Contract
Who will be responsible for paying you	Example Umbrella Provider
How often the umbrella 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.

Name of intermediary or umbrella company	Example Umbrella Provider
Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying you	N/A
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us	Your assignment rate
Deductions from intermediary or umbrella income required by law	Employers NI, Apprenticce Levy, Employers workplace pension contributions, Holiday pay (where asked to retain), PAYE, Employee NI
Any other deductions from umbrella income (to include amounts or how they are calculated)	Umbrella Margin
Deductions from your wage required by law	Employees' pension cost, PAYE, Employees NI
Any other deductions or costs taken from your wage (to include amounts or how they are calculated)	Example margin £23
Any fees for goods or services	N/A
Holiday entitlement and pay	12.07% of eligible pay
Additional benefits	

Example pay (for illustration purposes)

	Intermediary or Umbrella Fees	Worker Fees
Example gross rate of pay to intermediary or umbrella company from us	£1000	
Deductions from intermediary or umbrella income required by law	£93.08 Employers NICs £22.13 Employers pension £4.29 Apprenticeship Levy £103.50 Holiday Pay	
Any other deductions or costs taken from intermediary or umbrella income	£23	
Example rate of pay to you		£754.00 Gross Pay £103.50 Holiday Pay
Deductions from your pay required by law		£116.05 PAYE Income Tax £80.94 Employee NICs £36.88 Employee Pension Contribution
Any other deductions or costs taken from your pay		None
Any fees or goods or services		None
Example net take home pay		£623.63