



Sapphire
CLEAR CUT THINKING

Agency Information Document

Key Information Document

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

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	MDA Example
Name of employment business	Venn Group
Main Contractor (if different from the employment business)	SASER Limited
Type of contract candidate will be engaged under	Self-Employed
Who will be responsible for paying the candidate (if different from the Main Contractor)	SASER Limited
How often the candidate will be paid	Weekly
Expected or minimum rate	£200.00 per day
Deductions required by law	CIS Deductions
Any other deductions or costs (to include amounts or how they are calculated)	Company Margin (£26.00 / Week)
Any fees for goods or services	N/A
Holiday entitlement and pay	N/A
Additional benefits	N/A

Example Remittance

Example rate of remittance	(5.00 X £200.00) = £1,000.00
Deductions required by law	CIS Deductions - £194.80
Any other deductions or costs	Company Margin - £26.00
Any fees for goods or services	N/A
Example net remittance	£779.20