

## KEY INFORMATION DOCUMENT – Limited Company (PSC)

This document sets out key information about your relationship with McGregor Boyall Associates, including details about pay, holiday entitlement and other benefits when operating through a Personal Service Company (PSC) where the IR35 status of the role is determined by the PSC where the Client is deemed “Small” or the Off-Payroll Rules apply and the Client has determined the role to be Outside of IR35.

Further information can be found in your Agreement with McGregor Boyall Associates.

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 7215 5000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

### GENERAL INFORMATION

<b>Name of employment business:</b>	McGregor Boyall Associates Limited
<b>Your employer (if different from the employment business):</b>	Your Limited Company
<b>Type of contract you will be engaged under:</b>	Your Limited Company will be engaged under a Contract for Services with McGregor Boyall
<b>Who will be responsible for paying your Limited Company:</b>	McGregor Boyall Associates Limited
<b>How often you will be paid:</b>	Monthly
<b>Expected or minimum rate of pay:</b>	Current National Minimum Wage/National Living Wage
<b>Deductions from your pay required by law:</b>	None
<b>Any other deductions or costs from your pay (to include amounts or how they are calculated):</b>	None
<b>Any fees for goods or services:</b>	None
<b>Holiday entitlement and pay:</b>	None
<b>Additional benefits:</b>	None

### EXAMPLE PAY

**Illustration below based on £400.00 per day, 20 days per month**

<b>Example rate of pay:</b>	£8,000.00 + VAT (where applicable) per month
<b>Deductions from your wage required by law:</b>	£0.00
<b>Any other deductions or costs from your wage:</b>	£0.00
<b>Any fees for goods or services:</b>	£0.00
<b>Example net pay to your Limited Company:</b>	£8,000.00 + VAT (where applicable) per month

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### **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.