

Key Information Document

This document sets out key Information about your relationship with us and the Intermediary or umbrella company used in your engagement, 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 7215 5000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

General information

Name of employment business:	Talent International UK Ltd
Name of intermediary or umbrella company:	NASA Umbrella Limited
Candidate's employer	NASA Umbrella Limited
Type of contract you will be engaged under:	Contract of Employment
Who will be responsible for paying you:	NASA Umbrella Limited
How often you will be paid:	Monthly
Expected or minimum rate of pay:	No less than the national minimum wage.

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 candidate's 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 below

Name of Intermediary or umbrella company: NASA Umbrella Limited

Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying the candidate:	The employment business and Talent International are not connected. NASA is independent to Talent International. A contract for services will be in place between NASA and Talent International.
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us:	Not less than the applicable National Minimum/National Living Wage rate dependant on age
Deductions from intermediary or umbrella income required by law:	<ul style="list-style-type: none"> • Employers National Insurance • Apprenticeship Levy • Employers Pension Contribution
Any other deductions from umbrella income (to include amounts or how they are calculated)	£22.50 per week Admin Margin
Any other deductions or costs taken from your wage (to include amounts or how they are calculated):	None
Any fees for goods or services	None
Holiday entitlement and pay:	Statutory holiday allowance of 5.6 weeks per annum (including bank holidays). This is applied as a % on a pro-rated basis to your gross taxable pay in order to calculate your holiday pay, which in this example is paid to you in advance of taking time off, alongside your wages.
Additional benefits:	<p><u>NASA Rewards:</u> Discounts & cash back at leading retailers, gyms & supermarkets, BP fuel card and online GP (charge of up to £2.50 pw).</p> <p><u>Personal pension contributions:</u> SIPP pension, full salary sacrifice savings passed on with most providers accepted.</p> <p><u>Specialist mortgage & Financial advice:</u> specialist partner for contractor mortgages, investments & insurance.</p>

Example pay (based on monthly Income)

	Intermediary or umbrella fees	Workers fees
Example gross rate of pay to intermediary or umbrella company from us:	£300.00 per day x 5 days = £1500.00	
Deductions from intermediary or umbrella income required by law:	Employers NI: £176.07 Apprenticeship Levy: £6.34 Employer's Pension: £25.41	
Any other deductions or costs taken from intermediary or umbrella income:	Admin Margin: £22.50	
Example rate of pay to you:		£1,132.92 + £136.75 Holiday Pay
Deductions from your pay required by law:		Employee's NI £64.05 PAYE £345.80
Any other deductions or costs taken from your pay:		Employee Pension £42.35
Any fees for goods or services:		None
Example net take home pay:		£817.48