



Section 1

Please include all personal details including contact telephone numbers so we can get in touch with you if needs be. We also must have your date of birth and National Insurance number which can be obtained from your local DHSS office or from a previous payslip.

Section 2

Please fill out this section as clearly as possible to ensure the correct details are given. If you have a Building Society account, please also enter your roll/reference number. Please note that some Building Society accounts do not accept BACS/CHAPS payments. Please ensure that your specified account can accommodate these facilities.

Section 3

The details of the specific branch of your Recruitment Company, together with the consultant that you work for.

Section 4

This section requires the details of the branch or payroll department that deal with the invoicing for your Recruitment Company. Please check with your consultant if you are not sure as this could delay your pay.

Section 5

Please enter your rate of pay and state whether this is hourly or daily. Also enter your occupation and start date with the company.

Section 6

Please tick whether you are sending your P45 or if this is not available fill out and attach the P46 included in this pack. Please also indicate whether you receive a pension and if this is your main source of income or not. Please check all the details are correct, then sign and date the form before sending it to us.

Shareholder Agreement

Could you please sign and return the enclosed Shareholder Agreement along with the Application Form. Please be aware your Limited Company details will be inserted after registration. **This form is a legal requirement and without it we cannot process your application and hence, pay you dividends.**