

Key Information Document for Personal Service Company (PSC)

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. 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:	Your PSC
Your employer (if different from the employment business):	N/A
Type of contract you will be engaged under:	Contract for Services
Who will be responsible for paying you) if different from your employer):	Your PSC
How often will you be paid:	Weekly
Expected or minimum rate of pay:	Not less than minimum wage
Deductions from your pay required by law, if the engagement is 'inside IR35':	None
Any fees for goods or services:	None
Holiday entitlement and pay:	N/A
Additional benefits:	None

