

LET US ENRICH YOUR EMPLOYMENT

MainPay Limited is an enhanced Employment Business. We specialise in employing, managing and supporting temporary workers with their contracting needs whilst providing a wholistic and compliant employment solution.

What we do?

MainPay specialises in employing Temporary Workers (contractors) and providing their services to Recruitment Agencies and End-Clients. We partner with hundreds of Agencies and every year we employ thousands of workers active in the UK's temporary work sector.

By operating efficient, quality-controlled processes, we deliver savings of both time and money to both our business partners and employees. Recruitment Agencies can focus on their core activity of finding placements for our employees, while our employees can rest assured that they will receive complete employment rights and statutory entitlements along with access to our range of employee benefits.

What do we offer?

We provide our employees with the rights and benefits normally only afforded to permanent employees. As your employer, MainPay offers you a single point of contact across every assignment, keeping your tax record simple and complete. Our bespoke online systems and expert support staff ensure you are paid on time without any extra effort, disruptions or delays. Our ability to negotiate higher billing rates and reimburse allowable business expenses results in a higher take home pay for our employees. It's that simple.

How does it work?

**STEP 1 / REGISTER**

Register online at [www.mainpay.co.uk](http://www.mainpay.co.uk); via our mobile device app "MainPay Mobile"; over the phone; or via a registration form which can be emailed to [info@mainpay.co.uk](mailto:info@mainpay.co.uk) or faxed to +44(0) 207 233 7488.

**STEP 2 / WORK**

After every week or period you work, you will submit your authorised time sheet to your Recruitment Agency. Your time sheet details will be confirmed with MainPay. An invoice to your Recruitment Agency is raised based upon these details.

**STEP 3 / INVOICE**

On receipt of the invoice from MainPay, your Recruitment Agency will pay MainPay the invoiced amounts for the services you provided as our employee.

**STEP 4 / GET PAID**

On receipt of cleared funds, MainPay will pay you, our employee, a net salary (after PAYE and NI) into your personal UK bank account, and email your payslip to you. Any allowable business expenses will be reimbursed as a separate payment.

**Complete your registration with MainPay today at [mainpay.co.uk](http://mainpay.co.uk) or call or email us for further information.**

## What are the benefits?

### **PAYMENTS**

- On time, same-day payments at no extra charge
- Payslips emailed at the time of payment to let you know you have been paid
- A higher billing rate negotiated with Agencies/ End-Clients
- Tax allowable reimbursements of General Business expenses
- Tax allowable reimbursements of Travel and Subsistence expenses incurred on journeys to and from temporary workplaces (not including journeys to and from your normal workplace)\*

### **CONVENIENCE**

- Close, established relationships with hundreds of Recruitment Agencies
- A single, continuous employment for all your assignments from any number of Recruitment Agencies
- A single point of contact for all your contracting, employment and tax needs
- Access to our employee benefit scheme, “MainPay Money”, saving you up to £1,000 per year

### **COMPLIANCE**

- Full UK tax record and compliance with tax and employment legislation
- Full UK employment rights and statutory entitlements including Holiday, Sick and Maternity/Paternity
- Workplace Pension Scheme for qualifying employees
- No Director responsibilities

### **SUPPORT**

- Our mobile device app “MainPay Mobile” allows you greater freedom and control with the ability to access your financial information on the move
- 24-hour online access to your MainPay account, including your financial profile
- Document storage facility to collate and centralise all personal documents and certificates
- Personal, professional and friendly service

## Allowable business expenses

Claims can be made for expenses that are incurred wholly, necessarily and exclusively for the purposes of carrying out your trade at a temporary workplace.

### **TYPICAL CLAIMS INCLUDE:**

- |                                       |  |
|---------------------------------------|--|
| - DBS checks                          | - Stationery   |
| - Courses and education               | - Travel and Subsistence incurred on journeys to and from temporary workplaces (not including journeys to and from your normal workplace)* |
| - Work materials                      | - Business related temporary accommodation   |
| - Itemised phone calls                |  |
| - Professional fees and subscriptions |  |
| - PPE – Personal Protective Equipment |  |

*\*Employees deemed not to be under the Supervision, Direction or Control of the End-Client, or those providing ‘excluded services’, may claim Travel and Subsistence expenses incurred on journeys to and from their normal workplace.*

## What does it cost?

MainPay accounts for 4% of all work invoiced as its gross margin which goes towards the cost of administration. Furthermore, MainPay’s margin will never exceed our weekly cap and there will be a minimum margin of £5 per calendar week you work. The average margin for our employees is currently £13 per week.

There are no other additional or hidden costs; no sign-up or leaving charges nor any minimum commitment terms.

## MainPay Mobile

“MainPay Mobile” is our market leading mobile device app designed to save you time by giving complete access on-the-go.

- Receive “You’ve been paid” notifications to your mobile
- Quickly and easily submit your business expenses
- Store receipts at the time of purchase by taking a photo of it
- View your Financial Position & Payslips at your convenience

### **FREE DOWNLOAD FROM:**



Please refer to The MainPay Guide for more information and feel free to contact us if you have any queries.

**Complete your registration with MainPay today at [mainpay.co.uk](http://mainpay.co.uk) or call or email us for further information.**

MAINPAY / Enriched Employment

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