

The Temp Agency Monthly Pay Schedule

New Tax Year 2018/19

The agency will advise
by email or text if the dates
below change due to
unforeseen circumstances

Pay month	Pay month	Cheque available	Month
Worked from	Worked until	at the office on	
usually first Saturday in the month	usually last Friday in the month	usually 10am to 2pm	
31 March 2018	27 April 2018	04 May 2018	1
28 April 2018	25 May 2018	01 June 2018	2
26 May 2018	29 June 2018	06 July 2018	3
30 June 2018	27 July 2018	03 August 2018	4
28 July 2018	31 August 2018	07 September 2018	5
01 September 2018	28 September 2018	05 October 2018	6
29 September 2018	26 October 2018	02 November 2018	7
27 October 2018	30 November 2018	07 December 2018	8
01 December 2018	28 December 2018	07 January 2019	9
29 December 2018	25 January 2019	01 February 2019	10
26 January 2019	22 February 2019	01 March 2019	11
23 February 2019	29 March 2019	05 April 2019	12

*** This date may possibly change....to be advised nearer the time**

Payment is by Cheque and collection from the office.

Office at 2 Commercial Street, EH6 6JA. 2nd floor door marked Seventh Crow.

For posting cheque out to you please allow 5 business working days for delivery and please make sure we have your correct address as canceling lost cheques WILL incur a charge levied by the Bank. (£10.00)

Should you wish your cheque posting out to you, you must supply a Self addressed, stamped envelope.

Thresholds 2017/18

The agency is not a Tax advisor this information is a guide only

Tax Code 1185L

(£11,850 over 12 months)

Pro Rata over 12 months and is cumulative depending on how many months worked with specific employer. Tax is deducted and refunded by employer to fall in line with cumulative earnings.

Tax Code 1185L W1/M1

Emergency Tax Code issued until Tax Office advises Employer of the correct tax Code you should be on. This code will automatically deduct tax at 19% on earnings over the £987.50 per month(approx) threshold.

Tax Code BR

Tax 19% on all earnings below £13,851 then 20% on earning upto £24,000

National Insurance

Will be due on any amount over your monthly allowance approx £702.00 and then there will be a deduction of 12% of the excess amount.

To find further information <https://www.gov.uk/guidance/rates-and-thresholds-for-employers-2018-to-2019>

If you are eligible to work in UK you must obtain a National Insurance Number

