

# Key Information Document

Name of intermediary:	Guild Commercial Limited
Any business connection between the intermediary, the employment business and the person responsible for paying you:	
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us:	
Deductions from intermediary income required by law: (e.g. employer's NI, apprenticeship levy etc.)	n/a
Any other deductions from income (to include amounts or how they are calculated)	Margin

Expected or minimum rate of pay to you:	
Deductions from payments required by law:	CIS tax at applicable rate as determined by HMRC (20%, 30% or gross status)
Any other deductions from payments	n/a
Any fees for goods or services:	No additional fees
Holiday entitlement and pay:	n/a
Additional benefits:	n/a

## Guild Commercial Limited

Guild Commercial enters into contracts for services with self-employed individuals, limited companies or partnerships who work in construction as subcontractors ("operatives"). Where applicable, this is for the operation of the Construction Industry Scheme (CIS) tax regime to ensure the smooth application of CIS and tax compliance for contractors and subcontractors.

These contracts are similar to framework agreements, with no ongoing requirement for either party to use the services of the other. Similarly, these contracts have no notice periods, allowing operatives to terminate the contract at any time and for any reason.

A margin is made on each payment, which is the difference between the amount received from the client and the amount the operative is paid. The margin is a fixed rate, albeit split into two for accounting purposes:

Margin A covers standard business overheads.

Margin B (the smaller margin) covers the development, provision and maintenance of operative-specific services, such as weekly text messages confirming payments, consolidated annual statements, the online portal, access to (and maintenance of) an app, insurance and other overheads.

Guild Commercial does not provide any additional paid-for services.

### EXAMPLE PAY

	Intermediary remuneration	Worker remuneration
Example gross rate of pay to intermediary from us:	£600 (40 hours @ £15 per hour)	
Deductions from intermediary or umbrella income required by law: (e.g. employer's NI, apprenticeship levy etc)	n/a	
Any other deductions or costs taken from intermediary or umbrella income:	Margin A: £18 Margin B: £3	
Example rate of pay to you:		£579
Deductions from your pay required by law:		CIS tax @ 20% (£155.80)
Any other deductions or costs taken from your pay: (e.g. pension contributions etc.)		n/a
Any fees for goods or services:		n/a
Example net take home pay:		<b>£463.20</b>