

Payroll solutions giving your agency a competitive edge

| Contract type | Description | Fees | Agency rebate | Fee free period |
|---|--|---|---------------|------------------------------|
| Umbrella (without expenses) | <ul style="list-style-type: none"> • Zero disruption, with umbrella payroll familiar to workers • Without tax relief on expenses • Proactive, legally compliant model • Protects and increases agency rebate revenues, with no additional costs NI/Holiday pay, no pay rate reduction and no charge rate increase • Flexibility per worker/per client | <ul style="list-style-type: none"> • £16.90 per week • Plus £2.99 accident insurance per week • Low cost umbrella from £7.40 per week | N/A | Worker enjoys two weeks free |
| Professional Employment Organisation With indemnity insurance | <ul style="list-style-type: none"> • Popular in the USA and emerging in UK • No employment responsibility for agency or end hirer. Workers are employed by Ship Shape and we manage all employment administration/liabilities • Worker enjoys continuity of employment (for mortgage applications & pensions) and unbroken pay, compliance and tax records | <ul style="list-style-type: none"> • Agency charged direct costs of employment plus £2.99 per week • Reduces with increasing volumes | N/A | N/A |
| Agency CIS With indemnity insurance | <ul style="list-style-type: none"> • Workers in construction who are self-employed and not under Supervision, Direction or Control (labourers cannot be included, but most other trades can be considered) • Insurance in place to cover costs should agency/end client or worker suffer legal fees, PAYE, NI charges and/or fines in respect of HMRC action | <ul style="list-style-type: none"> • £19.50 per week • Plus £2.99 accident insurance | • £5.00 | N/A |
| Payroll Bureau | <ul style="list-style-type: none"> • Workers are paid as agency employees or direct to their own Limited Companies (or even to umbrella payroll companies) • Ship Shape responsible for payroll admin, compliance, worker payments and bank reconciliation (across entire workforce if necessary) | <ul style="list-style-type: none"> • £1.99 per week to agency • Reduces with increasing volumes | N/A | N/A |
| Limited Company incorporation (PSCs) | <ul style="list-style-type: none"> • For workers on hourly rates above £15 and on long-term or back-to-back contracts • PSCs aren't under the SDC criteria but contracts should fall outside less stringent IR35 legislation • Ship Shape Accounting is ICAEW chartered and presents no MSC risk according to independent audit by Saffrey Champness/Brabners • Free umbrella payroll when role falls within IR35 | <ul style="list-style-type: none"> • £79 + VAT per month to the worker • Includes company incorporation, all statutory paperwork • No payroll fees to worker or agency | N/A | N/A |
| Sub Contractor CIS With indemnity insurance | <ul style="list-style-type: none"> • CIS Sub-contractor established by Agency owners which transacts for 'works', materials and labour, rather than labour by the hour • Workers are contracted directly by a CIS registered sub-contractor, rather than agency. No 'intermediary' • Agencies act as 'introductory agency' not 'employment business' • Ship Shape handles logistics of compliance, payroll and insurance between all parties | <ul style="list-style-type: none"> • £19.50 to worker per week | • £5.00 | N/A |