

Bar 2 Reference number (internal use only):

Umbrella / CIS Registration Form

Please complete and sign this form and return to Bar 2. No payments can be made to your account until we have received your completed application and evidence of ID.

Please indicate clearly in the box below with a "X" which service you wish to register with;

Bar 2 Umbrella Bar 2 CIS Direct

Please note you can only use the CIS Direct service if you are engaged in construction and are registered with the Construction Industry Scheme. Please contact us if you need assistance in obtaining CIS registration.

PERSONAL DETAILS

Title Mr Mrs Ms Other (Please state)

Full name

Address

Postcode

Home Tel

Mobile **Do you wish to receive a text message confirming your payment? YES / NO**

Email

Date of birth

Nationality

Marital status

National Insurance number

CIS registration number

Occupation

BANK OR BUILDING SOCIETY DETAILS

Name of account holder

Bank Sort code -

Account number

Building society ref (if applicable)

CURRENT AGENCY INFORMATION

Agency name

Agency contact

Telephone



Bar 2 International Ltd, Unit 4 Century Court,
Moor Park Industrial Centre,
Tolpits Lane, Watford WD18 9RS
T: 0845 838 1641 F: 0845 838 1642
E: enquiries@bar2.co.uk W: www.bar2.co.uk

Personal Accident Insurance

We will provide insurance cover for all accidents on a worldwide 24 hour-a-day basis whilst working as a CIS contractor or as an employee of the Bar 2 Umbrella company. This policy can provide valuable financial help if you have an accident. We have negotiated a substantially reduced rate by taking out a group policy. We will deduct the cost per week directly from payments made to you.

Benefits include £50,000 for accidental death; £40,000 for loss of limbs, eyes or permanent total disability; various sums for loss of use of fingers, toes, joints, hearing or speech; and some hospital and funeral expenses. Please see www.bar2.co.uk for full policy details or request a copy via Customer Services. If you do not wish to take advantage of our discounted personal accident insurance, please notify us in writing.

Public and Employer's Liability

All Bar 2 contractors under CIS, and Bar 2 employees under Umbrella are insured for Public and Employer's Liability.

Union Membership

We encourage relevant contractors to join the Amicus Trade Union. The union provides a range of benefits to its members. Please tick the box if YOU DO NOT wish to have union fees deducted from your payment.

PROOF OF ID

ASYLUM AND IMMIGRATION ACT 1996 SECTION 8 THE LAW ON THE PREVENTION OF ILLEGAL WORKING

Bar 2 is required by law to verify your ID and to confirm that you have a right to work in this country. Compliance with this legislation is mandatory and applies to all individuals, including those born in the United Kingdom.

To comply with the legislation we require a copy of one of the following:

Enclosed

LIST 1

- 1. A passport showing you are a British citizen or that you have a right of abode in the UK.
- 2. A document [normally a passport], evidencing that you are a national of an EAA country [Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Lichtenstein, Luxembourg, Netherlands, Norway, Portugal, Spain, Sweden, United Kingdom].
- 3. A passport endorsed to show that you are allowed to stay indefinitely in the UK.

ONLY IF YOU CANNOT PROVIDE EVIDENCE FROM LIST 1
DO YOU HAVE TO PROVIDE EVIDENCE FROM LIST 2

LIST 2 - Combination 1

- 4. A document detailing a permanent National Insurance Number
and
 - a. A full birth certificate or
 - b. A certificate of registration or naturalisation or
 - c. A letter issued by the Home Office stating that you can stay indefinitely in the UK or
 - d. An Immigration Status Document stating that you can stay indefinitely in the UK

Or the following:

LIST 2 - Combination 2

- 5. A work permit that has been issued by Work Permits UK
and
 - a. A passport endorsed to show that you are able to stay in the UK and take up this type of employment or
 - b. A letter issued by the Home Office to show that you are able to stay in the UK and take up this type of employment

I confirm that I have read and understood a copy of Bar 2's information brochure and agree to Bar 2's terms and conditions and that by signing below I also agree to the terms & conditions of employment (Umbrella) or the terms of the Contract for Services (CIS). I understand that under the Data Protection Act 1996 ("DPA") Bar 2 is registered to hold information about individuals both on computer and in paper files for certain purposes, including (but not limited to) verifying ID, confirming entitlement to work in the UK and administering personnel and pay records. By signing this application form, I am consenting to Bar 2 holding and processing personal data (and sensitive personal data). Further, I agree to such data being released to third parties (such as Trade Unions and insurance providers) where necessary. I agree that all the information supplied on this form is correct and true to the best of my knowledge. I agree that any expenses I submit (umbrella) will have been incurred solely in connection with the work that I undertake for my Company.

Signature	<input style="width: 100%;" type="text"/>	
Print Name	<input style="width: 100%;" type="text"/>	Date <input style="width: 100%;" type="text"/>