



Benefits for your candidates

Who is Key Portfolio?

- Key Portfolio is an Umbrella Company that helps temporary workers like you to **increase your take-home pay** compared to being paid directly by your recruitment agency.
- They do this by enabling you to **claim certain work-related expenses** as tax and National Insurance (NI) free amounts. These expenses are the kind of things for which you are normally out of pocket.
- As tax and NI deductions from your pay are lower, you get **more money in your pocket**.

What can you claim?

The most common work-related expenses are:

- Daily Subsistence
- Travel (*mileage or public transport*)
- Stationery
- Some books & journals and all classroom materials
- Professional subscriptions e.g. union membership
- Qualifying training courses
- Non-UK Nationals can often claim even more e.g. flights, accommodation & additional meal allowances

Why should you join?

- Most temporary workers meet the required site-based criteria to work through Key Portfolio and so can benefit by claiming work-related expenses as tax and NI free amounts.
- Submitting all your work-related expenses to Key reduces the deductions of tax and NI from your pay and so can increase your take-home pay, making you better off!
- We chose a partnership with Key because of the benefits they bring to our candidates. There is no impact on how you work with us - assignments and timesheets are still dealt with by your agency.
- Key will explain how everything works and even give you an illustration of how much you would earn so you know exactly what to expect.
- Simple joining procedure and easy to use service.
- You'll receive friendly and professional advice and support to help ensure you are getting the most from Key Portfolio.
- Electronic payments to UK bank accounts and a text message to let you know you've been paid.
- Totally flexible - there's no fixed term so you can leave whenever it suits you.
- Key is one of the lowest cost Umbrella Companies in the UK so you keep more of the money you earn.
- Fully legal and compliant with all current legislation.
- Key are vastly experienced - over 8,000 candidates take advantage of their service every week, so you know you're in safe hands.
- This is the way candidates who qualify for this service choose to be paid.

