

Syntax Umbrella Companies



Why use an Umbrella Company?

- ✓ When [deciding on a payment structure](#) contractors can either choose to [run a limited company](#) themselves or use an [umbrella company](#).
- ✓ Recruitment agencies typically require you to invoice using a Limited Liability Company. This can be done from your own *Limited Company* (often referred to as a Private Limited Company), or through a Managed Service Company (often referred to as an *Umbrella Company*).
- ✓ Very few recruitment agencies offer the option of PAYE directly on their own payroll service these days. Instead, most agencies are now moving in the direction of working with specialist Umbrella Companies – who offer faster payment and greater tax efficiency.
- ✓ Most Recruitment Agencies will require you to process your Timesheets/Invoices using either your own 'Ltd' company (Private Limited Company), or via an 'Umbrella' company. Therefore, the vast majority of recruitment agencies are moving increasingly in favour of Umbrella Companies.

How do Umbrella Companies Work?

- ✓ With Umbrella companies, you become an 'employee' of the company. Each week or month, you instruct the Umbrella company to invoice the agency based on your timesheet.
- ✓ For tax purposes you would still be PAYE and pay the usual tax and NI as if you were a permanent employee. You will be paid your 'net' salary after deducting the usual PAYE tax and NI contributions.
- ✓ After securing a new contract, you instruct your agent to send a contract to the Umbrella company for signing. You do not sign the contract yourself. Instead there will be a contract in place between you and the Umbrella company.
- ✓ Joining an Umbrella scheme is very quick and efficient. If you do not currently have one then you can wait until you have a firm offer before deciding which one to join. It normally takes less than 24 hours to get set-up.
- ✓ The attached link is very helpful for first time contractors – [click here](#).

Syntax Preferred Supplier List

- ✓ Syntax have a Preferred Supplier List (PSL) of Umbrella Companies that we recommend for contractors.
- ✓ Our preferred suppliers have been recommended to us by existing / previous contractors and have been subjected to strict checks.
- ✓ We aim to work with Umbrella companies who are reputable, honest and trustworthy. Organisations who deliver on their promises.

If you choose to use a non-PSL company, this is done so entirely at your own risk and Syntax cannot be held accountable for any non-payments or queries relating to non PSL companies.

Contact: Helen Greer
Email: helen.greer@simplifybusiness.co.uk
Tel: 01332 595959
Gross Cost / Week: £12.00
Payments: Friday

Contact: Marc Suggett
Email: marc.suggett@nasagroup.co.uk
Tel: 0117 9297 683
Gross Cost / Week: £10.00
Payments: Friday

Contact: Courtney Maguire
Email: courtney.maguire@parasolgroup.co.uk
Tel: 01925 644 498
Gross Cost / Week: £20.00
Payments: Tuesday

Contact: Maria Constantinou
Email: maria.constantinou@jsagroup.co.uk
Tel: 01923 257336
Gross Cost / Week: £10.00
Payments: Tuesday

Contact: Damien Jordan
Email: damien.jordan@paystream.co.uk
Tel: 0161 929 6000
Gross Cost / Week: £15.00
Payments: Friday