

More2Home Limited

NEW STARTER PAYROLL FORM

Please return the completed form to info@more2home.co.uk soon as possible.

- Passport (photo copies/ Scanned)
- Proof of Address (Copy) Scanned
- P45 (photo copy) / Original Later Stage
- Copy of valid work permit/visa (if applicable)

YOUR PERSONAL DETAILS

Surname:	First name(s):
Date of birth :	Title:
Current address:	Permanent address:
Home telephone number:	Mobile telephone number:
National Insurance number:	Salary Indication (Optional)
Rate (Daily / Hourly):	Any Other Information :
Nationality:	Initial Contract Duration :

YOUR AGENCY CONTACT DETAILS

Agency Name:	Start Date:
Address:	
Name and Telephone number of Your Contact In Agency :	Email id of Contact Person:
Fax number:	

YOUR BANK DETAILS

Name of Bank/Building Society:	
Address:	
Bank account number:	Sort code:

PRESENT JOB DETAILS

Job title:	Location:
Name of the organisation:	Start Date:
Address:	Extension Number:

DECLARATION

I declare that to the best of my knowledge the information given above is correct.

Signature Date

FOR OFFICE USE ONLY

Passport checked (2 copies taken):	Original P45:
P46 (in absence of a P45 form):	
Employee number :	