

 CONTRACTOR SIGN-ON FORM

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| **PLEASE COMPLETE IN BLOCK CAPITALS** |
| **Family Name:** |
| **First Name/Given Name[s]:** |
| **Any Former Names & Any Other Names Used [Including Maiden Names]:** |
| **Unique Tax Reference [UTR] & Or National/Social Insurance Number:** |
| **Mobile** **:** | **Home** **:** |
| **Email** **:** |
| **Permanent Resident Address:** |
| **Postal/Zip Code:** |
| **BANK DETAILS** |
| **Bank Name:** |
| **Address:** |
| **Account Holder:** |
| **CURRENCY [For OTHER currency, please indicate in space provided]** |
| **GBP£ ☐** | **EURO€ ☐** | **USD$ ☐** | **OTHER ☐** |
| **Swift/BIC/Sort Code** |  |
| **Account Number [UK]** |  |
| **IBAN** |  |
| **PAYMENT SERVICES/BANK CHARGES OPTIONS [As an independent contractor of EPS you can select your payment service]** |
| 1. EURO **Tuxedo** card payments **are same day value** with **no** bank charge cost. Tuxedo charge a flat rate €6.00load fee ☐ |
| 2. GBP Tuxedo card payments are same day value with no bank charge cost. Tuxedo charge a flat rate £5.00 loadfee ☐ |
| 3. EURO payments by SEPA [to SEPA compliant EURO bank accounts] **at no charge**; however, **payments are with****value close of business next working at earliest [CONDITIONS APPLY, please refer to EPS]** ☐ |
| 4. Outward **same day value** EURO payments to EURO bank accounts: €25.00 ☐ |
| 5. EURO payments by SEPA [to SEPA compliant EURO bank accounts] €19.00 with same day value ☐ |
| 6. EURO payments to other CCY account [e.g. BGN/RSD etc]: €25.00 ☐ |
| 7. Outward same day GBP payment to UK GBP bank accounts: free and with same day value ☐ |
| 8. Outward same day GBP payments to banks outside UK: £20.00 with same day value ☐ |

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| **AGENCY/CLIENT** |
| **Name:** | **Contact Name:** |
| **Address:** |
| **Telephone:** | **Email:** |
| **DECLARATION** |
| **I DECLARE:****☐**I am self-employed, freelance and a professional contractor, and that I am up to date with my personal tax filings in the jurisdiction[s] in which I am tax resident. I hereby accept the conditions and fees for your services and I authorise you to contact my agent/client. I attach/will forward such documentation as may be subsequently requested. I hereby indemnify Expatriate Personnel Services Limited [“EPS”], or any associated company, and or any company through which I may be contracted or engaged against any, and all taxes or social insurance liability that may arise when or wherever, or any other claim whatsoever and I specifically undertake to safeguard and return, in good order, any client equipment that I may work with, or be responsible for.**To provide you with services, EPS [and its partners, associates or related parties] will receive your personal data [“your data”] as allowed for by Data Protection legislation [“DPL”]. By signing this form, you are consenting to EPS processing, and storing your data in accordance with DPL, and until we receive your written [by letter only] instructions to delete it. Your data where applicable may be shared with EPS’s partners, associates or related parties in accordance with DPL.****I FURTHER DECLARE:****☐****That I have read, understood and consent to EPS’s Terms and Conditions and Privacy Notice which address how my personal information may be collected, processed, and shared, as well as my rights via** [**www.acepayme.com.**](http://www.acepayme.com/) |
| **Signature of Contractor:** | **Date:** |

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| **Registered Office: 69 Main Street, Blackrock, Dublin, Republic of Ireland** |
| **Incorporated in Republic of Ireland Company Number: 522021** | **VAT Registration Number: IE2973681EH** |