

**To:** [Agency Name]

**From:** [Worker Full Name]

**National Insurance Number:** [NI Number]

**Date:** [Date]

# Agency Worker PAYE Compliance Declaration

I, [Worker Full Name], hereby confirm my understanding and agreement regarding my tax status and payment arrangements for the assignment(s) undertaken through [Agency Name].

**I declare that:**

- I am engaged as an agency worker and am subject to the supervision, direction, or control (or the right thereof) of the hirer/client.
- I understand that all payments made to me for services rendered will be subject to PAYE (Pay As You Earn) income tax and Class 1 National Insurance contributions.
- I am not operating through a Personal Service Company (PSC), Managed Service Company (MSC), or any offshore intermediary for this engagement.
- I have provided my correct P45 or have completed the Starter Checklist accurately to ensure the correct tax code is applied.
- I will immediately notify [Agency Name] if there is any change in my circumstances that may affect my tax status or eligibility to work in the UK.

**Confirmation:**

I confirm that the information provided is true and complete to the best of my knowledge. I understand that any false or misleading information regarding my employment status may result in the termination of my assignment and potential liability for unpaid taxes and penalties to HMRC.

**Signed:** \_\_\_\_\_

**Print Name:** [Worker Full Name]

**Date:** \_\_\_\_\_