



PRE REGISTRATION SUPPLIER & SUB CONTRACTORS
APPLICATION FORM 2016 /2017

| | | | |
|-----------------|--|-----------------|--|
| NAME: | | PHONE NUMBER: | |
| ADDRESS: | | ADDRESS 1: | |
| TOWN/CITY: | | POST CODE: | |
| UTR TAX NUMBER: | | NI NUMBER: | |
| DOB: | | SIA NUMBER: | |
| BANK NAME: | | SORT CODE: | |
| PAYABLE TO: | | ACCOUNT NUMBER: | |
| COMPANY REG No. | | VAT NUMBER: | |

Answers (please provide as much detail as possible)

Can you confirm you are fully responsible for payment of all PAYE and NIC for all sub-contract labour / services you will provide on behalf of DSG? Tick yes if correct.

Can you confirm you provide all your own and your staffs protective clothing, radios, torches, transport and any other such tools or equipment for your services ? Tick yes if correct

Please provide two trade references (Name address & contact numbers)

1)

Phone

2)

Phone

Accountants Name & address (Please state if you process /submit your own Tax returns etc)

Please provide copies if applicable of;

Incorporation certificate:

Employers liability Insurance certificate:

VAT Certificate:

Health and Safety Policy or copies of accreditation ISO180001 or CHAS/Safecontractors schemes etc.

| | | | Notes |
|--|--|--|-------|
|--|--|--|-------|

| | | | |
|-------------------|--|----------|--|
| For Internal use: | | YES / NO | |
|-------------------|--|----------|--|

| | | | |
|--------------|--|----------|--|
| Credit Check | | YES / NO | |
|--------------|--|----------|--|

| | | | |
|----------------------------|--|----------|--|
| Sub Contractor SIA checked | | YES / NO | |
|----------------------------|--|----------|--|

| | | | |
|--|--|----------|--|
| Have we obtained a reference from their chartered accountant | | YES / NO | |
|--|--|----------|--|

I/we declare that the information given in this application is accurate and confirm that we are authorised to sign this declaration :

Name: Signature and Date:

Position/Job Title

Employment status Indicator

Initial details

What is the customer role? *

- Worker
 Engager
 Worker Representative
 Engager Representative

Is the enquiry in relation to a future contract? *

- Yes
 No

What is the worker's current employment status? *

- Employee
 Self-Employed
 Not Known

Trade details

Trade of worker: *

- Electoral worker
 Employment by spouse
 Entertainer
 Examiner moderator etc
 Film and Tv Industry
 Minister of religion
 Office cleaner
 Overseas military
 Teacher, instructor etc
 Other

If other, please enter description here:

Security

Work details

Engager's business: *

- Construction
 Public Sector - IT
 Public Sector - Other
 Transport
 Domestic
 Other

If other, please enter description here:

Security

Contractually obliged

Under the terms of their contract, if the worker is unable or unwilling to carry out the work personally, are they obliged to send someone else to do it? *

- Yes No

Right to send substitute where unwilling

- Yes No

Right to send substitute where unable

If the worker is unable to carry out the work personally, do they have any right to send someone else to do it? *

- Yes No

General control factors

Can the worker be told what work to do whether or not the worker is expected to know? *

- Yes No

Can the worker be moved by the engager from one task to another as the engager's priorities change?

- Yes No

Not applicable

Can the worker decide how the work is done? *

- Yes No

Is the worker a skilled person or expert in their field? *

- Yes No

Equipment and materials

Does the worker have to provide not only minor items of equipment or those tools of the trade that workers customarily provide but also the major items of equipment needed to do the work?

- Yes No
 Not applicable

Does the worker have to pay the cost of all the materials or supplies needed to do the work without being reimbursed?

- Yes No
 Not applicable

All-inclusive rate

Is the worker paid an all-inclusive rate of remuneration that includes the costs of the worker's provision of substantial materials or supplies needed for the work? *

- Yes No

Signed: _____

Date: _____