



UMBRELLA PAYSLIP GUIDE



ACCRUED HOLIDAY PAYSリップ

ICS Umbrella Ltd Income Statement for Test Payslip

1 Company Income received		2 Assignment Rate(s)				
Company Income and Costs	800.00	Units	Rate	Total	Agency/Description	Description
Apprenticeship Levy	3.13					
Employer's NI	62.95					
Employer's Pension	15.18	40.00	20.00	800.00	ICS Reimbursements	Contract Rate
Accrued Holiday Pay Deduction	75.57					
Company Margin	17.00					

3 PAYSリップ

Employee Name	Employee Number	NI Number	Tax Code	Pay Date	Periods
Test Payslip	EMP10166		1257L X	20/04/2021	1

4 Payments

Description	Units	Rate(£)	Amount(£)
Basic Rate	40.00	8.91	356.40
Additional Taxable Wage	1.00	269.77	269.77
Total Payments			626.17

5 Deductions

Description	Amount(£)
PAYE(Income tax)	71.60
Employee's NIC	53.06
Employees Pension Deductions	25.31
Total Deductions	149.97

6 ICS Umbrella Ltd

PAYE Reference	120/UB88778
Tax Period	3
Period Ending	11/04/2021
Pay Frequency	Weekly

7 This Period

Total Taxable Pay	600.86
Earnings for NICs	626.17
Expenses	0.00
Net Payment	476.20

8 Year to Date

Total Taxable Pay	600.86
Total NIable Pay	626.17
PAYE Income Tax	71.60
National Insurance	53.06

9 Total Payment (£) 476.20

10 Address:

Mr Test Payslip
Test House
Test Street
Test Town
xxxxxx

11 Message:

Accrued Holiday Pay Balance: 75.57

1 COMPANY INCOME RECEIVED

Company Income and Costs: The amount which ICS Umbrella receives from the agency/end client.

Apprenticeship Levy: Mandatory levy which is paid to HMRC.

Employer's NI: The National Insurance contribution which all employers are required to make.

Employer's Pension: Contributions will appear here when enrolled in line with auto-enrolment legislation.

Accrued Holiday Pay Deduction: Provision made for your holiday entitlement. This is 12.07% of your gross payment.

Company Margin: The amount retained by ICS Umbrella to provide the umbrella solution.

2 ASSIGNMENT RATES

Units: The number of hours/days worked.

Rate: The umbrella rate of pay, uplifted to cover employment costs.

Total: The total units multiplied by the rate.

Agency/Description: Name of Agency/End Client

Description: Description of payment

3 PAYSリップ

Employee Name: Your name.

Employee Number: Your unique ICS Umbrella employee number.

NI Number: Your National Insurance Number.

Tax Code: This shows the amount you can earn before tax is deducted from your wages.

Pay Date: Date payment was made into your bank account.

Periods: Tax periods processed in this payment, i.e. weeks/months.

4 PAYMENTS

Basic Rate: Number of hours worked at least to the national living/minimum wage.

Additional Taxable Wage: The additional taxable wage above national living/minimum wage to make up gross pay.

5 DEDUCTIONS

PAYE (Income Tax): The amount of personal tax deducted from your salary.

Employee's NIC: The amount of NI deducted from your salary.

Employee's Pension Deductions: When auto-enrolled in the pension scheme, your employee contributions appear here at the current percentage rate.

6 ICS UMBRELLA LTD

A summary of the ICS Umbrella PAYE reference, the tax period in which your payment is processed, the week/month that your payment relates to, along with the frequency you are paid as set by the agency/end client.

7 THIS PERIOD

A summary of taxable earnings and deductions for this pay period.

8 YEAR TO DATE

A summary of all taxable earnings and deductions during the current financial year.

9 TOTAL PAYMENT

The net amount paid into your bank that week or month depending on your pay frequency.

10 ADDRESS

Your name and address.

11 MESSAGE

This shows your holiday pay accrual balance.

ADVANCED HOLIDAY PAYSリップ

ICS Umbrella Ltd Income Statement for Test Payslip

1 Company Income received		2 Assignment Rate(s)				
Company Income and Costs	800.00	Units	Rate	Total	Agency/Description	Description
Apprenticeship Levy	3.45					
Employer's NI	71.84	40.00	20.00	800.00	ICS Reimbursements	Contract Rate
Employer's Pension	17.12					
Company Margin	17.00					

3 PAYSリップ

Employee Name	Employee Number	NI Number	Tax Code	Pay Date	Periods
Test Payslip	EMP10166		1257L X	14/04/2021	1

4 Payments

Description	Units	Rate(£)	Amount(£)
Basic Rate	40.00	8.91	356.40
Holiday Pay	1.00	74.37	74.37
Additional Taxable Wage	1.00	259.82	259.82
Total Payments			690.59

5 Deductions

Description	Amount(£)
PAYE(Income tax)	84.00
Employee's NIC	60.79
Employees Pension Deductions	28.53
Total Deductions	173.32

6 ICS Umbrella Ltd

PAYE Reference	120/UB88778
Tax Period	2
Period Ending	11/04/2021
Pay Frequency	Weekly

7 This Period

Total Taxable Pay	662.06
Earnings for NICs	690.59
Expenses	0.00
Net Payment	517.27

8 Year to Date

Total Taxable Pay	662.06
Total Nlable Pay	690.59
PAYE Income Tax	84.00
National Insurance	60.79

9

Total Payment (£) 517.27

10

Address:
Mr Test Payslip
 Test House
 Test Street
 Test Town
 xxxxxx

11

Message:

1 COMPANY INCOME RECEIVED

Company Income and Costs: The amount which ICS Umbrella receives from the agency/end client.

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4 PAYMENTS

Basic Rate: Number of hours worked at least to the national living/minimum wage.

Holiday Pay: The provision we make for your holiday entitlement to be taken when you book annual leave. This is 12.07% of your gross payment.

Additional Taxable Wage: The additional taxable wage above national living/minimum wage to make up gross pay.

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8 YEAR TO DATE

A summary of all taxable earnings and deductions during the current financial year.

9 TOTAL PAYMENT

The net amount paid into your bank that week or month depending on your pay frequency.

10 ADDRESS

Your name and address.

11 MESSAGE

This section is not used for an Advanced Holiday payslip.



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