

Update Your Essential Information

Your REC Membership Number (You can find your number on your certificate):

It's that time of year again! Every year, we ask you to tell us the essential information about your business – first and foremost so we do not overcharge you in 2020.

We aren't asking for the deeply personal, just the freely available information from your company accounts.

What we need is:

- the financial info from your last audited accounts **ONLY** relating to your UK recruitment activities.
- contact details

Collecting your data:

We will only use this information for membership administration purposes and for communicating with you about your membership and member benefits.

More information about how we look after your data can be found at www.rec.uk.com/privacypolicy

Please complete the relevant sections to your business and send this back to me at carol@rec.uk.com by Friday 4 October 2019, and I will be forever grateful.

Best regards

Carol

Section 1 – Company Information

(1) Company name:

(2) Who is completing this form:

Name:

Email:

(3) Date business was incorporated:

(4) Company turnover as at your last audited accounts: £

(5) Number of people you employed (your direct employees only) as at the time of completing this form:

(6) Please confirm the types of placements you make (tick as appropriate):

Temporary/contract only

Permanent only

All types of placements

In order to ensure that your invoice for your 2020 REC Membership is correct, please tell us:

(A) Half your turnover arising from Temporary placements: £

(B) All of turnover arising from Permanent fees: £

(C) Total of A+B: £

Remember:

The above information should be taken from your last audited accounts and should relate to your UK recruitment activities **ONLY**. This information will not be shared with any 3rd parties.

Section 1 – Company Information (continued)

(7) Are you the person who should receive your 2020 renewal invoice? (Please tick one)

Yes, I am the correct contact for the invoice:

No, I am not the right contact for the invoice and I have provided contact details below:

New contact details:

Title (Mr/Mrs/Ms/Other):

Forename:

Surname:

Job Title:

DD Tel:

Mobile:

Email:

(8) Please list the three primary sectors your company operates in: (Please free type your answers)

(1)

(2)

(3)

Section 2 – REC Business Partners

The following questions will help us to provide better services via our chosen business partners. Given our membership volume, we can negotiate economies of scale but we need your input to make sure we are identifying the right services for you.

This information will not be shared outside REC or the designated REC Business Partners. This section is not mandatory.

Please leave this section blank if you do not consent to your data being shared with REC Business Partners.

(i) Business Insurance

We recommend that members should have minimum insurance cover for professional indemnity claims of £1m. Please indicate if your PI insurance meets this minimum recommendation:

Yes

No

Don't know

As a benefit of membership of REC, our insurance Business Partner, JELF, offers a free review of your insurances to establish whether your existing insurance cover meets all of your needs. They also offer a generous member discount.

Please complete the details below to find out more:

Insurance renewal date:

Insurer:

Name of Contact:

Best time to contact:

(ii) Do you currently offer your employees any of the following benefits?

Private Medical Insurance

Health Cash Plan

Group Life/Death in Service

Key Person Insurance

Income Protection

None of the above, I am interested in finding out more

Section 2 – REC Business Partners (continued)

(iii) With Mental Health and Wellbeing at the top of corporate agendas, have you implemented any strategies to support your employees? Please indicate below. For example stress management, financial education, wellbeing strategy, mental health workshops/first aiders.

Yes we have implemented or are providing the following:

If no, is this something you're interested in and would like further information on?

Yes

No

Once you have completed the essential fields please return a copy to me at carol@rec.uk.com

Many thanks for taking the time to complete and return this important information.

Best regards

Carol Scott
Head of Corporate Membership, REC