

SECTION A: Personal Details

Title (Dr, Mr, Mrs etc)	<input type="text"/>	Address (Line 1)	<input type="text"/>
First Name(s)	<input type="text"/>	Address (Line 2)	<input type="text"/>
Surname / Family Name	<input type="text"/>	Address (Line 3)	<input type="text"/>
Date of Birth	<input type="text" value="(DD / MM / YYYY)"/>	Town / City	<input type="text"/>
National Insurance No	<input type="text" value="(A B 1 1 2 2 3 3 C)"/>	Postcode	<input type="text"/>
Nationality	<input type="text"/>	Mobile Tel No	<input type="text"/>
Home Telephone No	<input type="text"/>	E-mail address	<input type="text"/>
Preferred method of Contact		Home Tel.	<input type="checkbox"/>
		Mobile Tel.	<input type="checkbox"/>
		Post	<input type="checkbox"/>
		E-Mail	<input type="checkbox"/>

SECTION B: Personal Banking Details

Bank / Building Society	<input type="text"/>	Branch Town	<input type="text"/>
Account Name	<input type="text"/>	B/Soc Ref / Roll No	<input type="text"/>
Account Number	<input type="text" value="(8 digits)"/>	Sort Code	<input type="text" value="(1 1 - 2 2 - 3 3)"/>

Personal Identification – Please supply **Two** copies of the following: **(NOT Originals)**

Passport
 Driving Licence
 Recent Utility Bill
 Council Tax Bill
 Mortgage/Rent Statement

SECTION C: Contract, Invoicing & Billing Details

Contract - Start Date	<input type="text" value="(DD / MM / YYYY)"/>	Payroll Contact	<input type="text"/>
Agency/Client Name	<input type="text"/>	Address (Line 1)	<input type="text"/>
Representatives Name	<input type="text"/>	Address (Line 2)	<input type="text"/>
Address (Line 1)	<input type="text"/>	Address (Line 3)	<input type="text"/>
Address (Line 2)	<input type="text"/>	Town / City	<input type="text"/>
Town / City	<input type="text"/>	Postcode	<input type="text"/>
Postcode	<input type="text"/>	Telephone No.	<input type="text"/>
Telephone No.	<input type="text"/>	Fax No.	<input type="text"/>
Representatives E-Mail	<input type="text"/>	Payroll E-mail Address	<input type="text"/>

SECTION D: Other Clients & Agencies

Agency/Client Name	<input type="text"/>	Agency/Client Name	<input type="text"/>
Agency/Client Name	<input type="text"/>	Agency/Client Name	<input type="text"/>

SECTION E: Declaration & Signature

DECLARATION: I confirm, to the best of my knowledge, that the details contained on this form are accurate and true, and in conjunction with the enclosed particulars of employment, I instruct RACS Collective Limited to make all necessary enquiries regarding the information for the purposes of verifying my identity. These checks can be made for data protection, money laundering, working visa requirements and all other reasonable requests. I likewise authorise RACS Collective Limited to contact my agency or end user client and authorise them to disclose any information relating to me and my assignment details. I likewise understand and agree to the particulars of employment in conjunction with all relevant policies and procedures of RACS Collective Limited.

Signed:

Dated: