



# orbital

Self-Employment Status Declaration

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**The following statement of engagement criteria needs to be signed by the sub-contractor to confirm that working arrangements with Orbital Management Services Ltd and prospective clients, meet the current HMRC requirements needed to operate in a self-employed capacity.**

1. The client/contractor does not exert control over your work.
2. The client/contractor does not dictate whether you are able to undertake other work either during or after the termination of the assignment.
3. The client/contractor does not have an obligation to provide you with work.
4. You do not carry out tasks which are not detailed in your project/contract.
5. You are not obliged to accept work.
6. You are not entitled to holiday pay, sick pay, maternity pay or any other employment benefits.
7. You have the right of substitutes/hired assistants.
8. The client/contractor is under no obligation to provide you with a set number of paid hours during the course of the assignment.

By agreeing with the above statements I confirm that I am working legitimately on a self-employed basis, and that myself and all parties involved are compliant with current HMRC requirements. If I have any concerns about my employment status, or any of the above statements I will notify Orbital Management Services Ltd immediately.

Name: \_\_\_\_\_

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

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