

**TERMS OF AGREEMENT WITH WORK-SEEKERS FOR PERMANENT OR CONTRACT STAFF (TO BE DIRECTLY ENGAGED BY THE CLIENT)**

Following our recent telephone conversation/video call/meeting/correspondence we write to confirm how we will provide our recruitment services to you.

1. S4 Personnel Limited is to provide you permanent recruitment services that is to say we will act as an agency as defined under the Employment Agencies Act 1973.
2. You authorise S4 Personnel Limited to seek work on your behalf.
3. In our recent telephone conversation/meeting/correspondence you informed us that you wish us to seek employment within the field of office work.

Thank you for selecting S4 Personnel Limited and should you have any queries, or require any further information on the services we provide please contact us on 01628 661175.