

ESSENTIAL DOCUMENT CHECKLIST
FOR LIMITED COMPANY CONTRACTORS

1. Ltd / Umbrella Company Details	
2. Company Bank Details & Remittance Advice Email	
3. VAT Certificate – if applicable	
4. Certificate of Incorporation	
5. Candidate information completed above or provided in another form.	
6. Copy of Eligibility to work, e.g. passport/ driving licence/ visa	

Please note, without receipt of the above documents, Solution Recruitment are unable to make payment.