

# TBOS

Total Back Office Solutions Ltd.

TBOS Contracting Solutions Limited provides a comprehensive fully funded pay-and-bill solution designed specifically for recruitment agencies with a small amount of contract business.

We take care of all aspects of running a contractor, timesheet processing and payroll administration, candidate funding and credit control, so that you can concentrate on revenue generation without being tied to factoring or banking arrangements.

The service is available for a set weekly fee based on when your contractors work and delivers dramatic cost savings as there are no start-up or on-going staffing costs.

Our experienced qualified staff ensure your contractors comply with the latest tax and employment legislation and can advise you further on all aspects of starting, growing and funding your own business.

This allows you to grow your company without having to be tied to a lengthy factoring arrangement or find funding from alternative sources in order to pay for a one off contract deal whilst confident in the knowledge that business is taken care of behind the scenes.

#### Services include:-

- Contract Preparation
- Timesheet Processing
- Invoicing
- Payroll (UK/International)
- Credit Control

#### Our Fees:-

- Fee: £35.00 per week per contractor
- Factoring: 1.5% of Invoice Value
- Interest: 3.5% above Bank of England Base Rate

**For more information contact Stewart Roberts**  
**Tel: 0845 881 1112 or email [info@tbos.co.uk](mailto:info@tbos.co.uk)**