

TBOS

Total Back Office Solutions Ltd.

Whilst TBOS primarily provides comprehensive outsourced back office service designed specifically for contract recruitment agencies, we do also have a service for agencies only dealing with permanent vacancies.

We take care of administering a permanent placement for a per invoice fee, from invoicing to credit control, so that you can concentrate on revenue generation.

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 managing your business's cash-flow.

We also look after all the other aspects of your company such as Bookkeeping, VAT, Staff Payroll, Final Accounts and Corporation Tax Returns

This allows you to grow your company without having to be drawn into administrative issues whilst confident in the knowledge that business is taken care of behind the scenes.

Our Fees and Service Options:-

- Company Formation and Bank Account: £150.00
- Business Plan: £250.00 per annum (optional)
 - Fee: £35.00 per permanent placement or £150 per month minimum fee (which ever is higher)
- Staff Payroll: £40.00 per month for first 5 employees, £5.00 each thereafter (optional)

Example:- New Permanent Agency with 2 Consultants doing 5 placements per month would cost £2,980.00 per annum

**For more information contact Stewart Roberts
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