



CIS SUBCONTRACTOR REGISTRATION FORM

Purpose of This Form

This form is used to apply to join Northfield Contracts Ltd.'s CIS subcontractor register. It collects the information required to complete CIS verification and basic compliance checks. Payment details will be requested if and when work is offered. Return the completed form to: info@northfield-contracts.co.uk

Submitting this form does not create any obligation for Northfield Contracts Ltd. to offer work or for the applicant to accept work. Any engagement will be confirmed in writing and may be subject to a separate subcontractor agreement and/or written work order.

CIS Verification and Tax Deductions

- Northfield Contracts Ltd. will verify the Subcontractor with HMRC before making any first CIS payment.
- Where required, the relevant CIS deductions will be made and reported to HMRC.
- A CIS deduction statement will be issued for each payment subject to CIS deduction.
- The Subcontractor authorises these deductions.

Insurance and Responsibility

Public Liability Insurance of at least £2 million must be held and evidenced before starting. Tools, vehicles, and equipment are the Subcontractor's responsibility.

Data Protection (Northfield Contracts Ltd.)

Northfield Contracts Ltd. will process the Subcontractor's data for registration, CIS compliance, and health and safety management.

Data may include identification and contact details, tax status, and insurance details. Payment details will only be requested if work is offered and payment setup is required.

Data is stored securely, access is restricted, and records are retained to meet HMRC and legal obligations.

Data may be shared with HMRC, Northfield Contracts Ltd.'s accountant, and payment providers where required. Rights under UK GDPR apply.

Subcontractor Declaration and Information

Full Name
Trading Name
Business Address
Business Type (Sole Trader / Partnership / Ltd)
National Insurance No. (sole traders only)
UTR (Unique Taxpayer Reference)
Company No. (Ltd only)
VAT No. (VAT registered only)
Phone Number
Email Address
Public Liability Insurance (minimum £2m) Yes / No



Trade / Work Availability

Please use the space below to outline your trade(s) and core skills, the types of work you are available for, and your typical availability (including any notice period).

Declaration

I confirm the above information is accurate. I authorise Northfield Contracts Ltd. to verify my CIS status with HMRC and make required CIS deductions at source where applicable. I understand this is a registration form and does not create a contract for services.

Signature:

Date: