



## APPLICATION FOR PROMOTIONAL SALES WORK

Title	Forename(s)	Surname (as given on your passport)	Home Address
Phone: Home		Mobile	Email
Date of Birth		Marital Status	Next of Kin (name & contact no.)
Nationality		Are you legally eligible for work in the UK? Y/N	Height
Place of Birth (Town & Country)		Do you require a work permit to work in the UK? Y/N	Dress/waist/shirt size
			Hair Colour
			Eye Colour
What days are you able to work?	What hours are you able to work? (usual airport shifts)		What Airports could you work at?
Please give details of your previous promotion work experience			
Languages spoken (give details of fluency)		Training Courses attended	
References (please give two references including addresses & phone numbers)			
<b>TICK WHICHEVER APPLIES –</b> I attach a form P45 <input type="checkbox"/> or a form P46 <input type="checkbox"/> , or I attach a Company Certificate of Incorporation through which I will submit invoices for my services <input type="checkbox"/> .			National Insurance number

Have you EVER worked for any other staffing agency in Travel Retail?  Yes or  No

If yes, please indicate the name(s) of the agency(ies) you have worked for, and dates you worked for them.

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Did you work for them as an employee, or through a Limited Company?  Employee  Limited Company

In accordance with the Preferred Agencies Charter in operation with World Duty Free Group, we reserve the right to check employment history with certain other agencies in the travel retail sector, because, depending on the circumstances in which you left, you may not be entitled to work for Team Spritis either for a limited period of time, or at all. Failing to declare on this form that you have worked for another travel retail agency will be considered as an act of gross misconduct under the Disciplinary Policy.



**IMPORTANT – You must enclose 2 small passport sized photos of yourself with this application, along with a current CV, and a copy of your passport.**

**WE WILL NOT PROCESS YOUR APPLICATION WITHOUT THIS INFORMATION.**

<b>OFFICE USE ONLY</b>	Introduced by	Comments
Passport No. Driving Licence No.		
Store Approval Details	ID pass details	

**ADDITIONAL DECLARATION FOR SELF-EMPLOYED & CONTRACTOR PERSONNEL**

Full Name (Please use block capitals)	
Address	
Tel No.	Mobile No.
<p>With reference to my promotional services work, I confirm that I will provide services to Team Spirits through a private limited company of which I am an employee. I understand and agree that I will not be an employee of Team Spirits when providing such services.</p> <p>I am attaching a copy of my company Certificate of Incorporation (as detailed below) through which I confirm that I will be employed, and that I will pay whatever PAYE Income Tax or Class 1 National Insurance contributions as may be lawfully required. I understand that this company will be wholly responsible for all employment benefits and employment rights which I may be entitled to.</p>	
Signed: _____ Date: _____	
Company Name: _____	
Company Registration Number: _____	
Registered address (to which correspondence may be sent): _____	

**TO BE SIGNED BY ALL APPLICANTS:**

I confirm that all of the information given on this application form is true, complete and accurate to the best of my knowledge. I understand that knowingly giving any false or incomplete information to Team Spirits may result in my immediate dismissal without notice.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

<b>BANKING DETAILS</b>
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This sheet must be completed by ALL employees, and also on behalf of any Limited Company providing services to Team Spirits in order that payments can be made electronically to the appropriate personal or business bank account.

This is the only bank account to which payments will be made, unless the individual or company advise Team Spirits otherwise in writing.

All payments will be made by BACS. No payments whatsoever will be made by cash at any time.

Name of Individual or of the Limited Company which will be invoicing Team Spirits
Name of Bank Account Holder
Bank Name & Address
Account Number
Sort Code