Presto PayTech Ltd

Recruitment Terms of Business - Permanent Introductions

Company	Presto PayTech Ltd
Company number	16810040
Registered office	4-6 Greatorex Street, London E1 5NF, England
Business address	37 Lombard Street, London EC3V 9BQ
Email	info@prestopaytech.co.uk

1. Scope and acceptance

These Terms apply where Presto PayTech Ltd ("Presto PayTech") introduces a candidate to a client for permanent employment, engagement or another direct working relationship. A Client is treated as accepting these Terms when it requests candidate information, interviews a candidate introduced by Presto PayTech, makes an offer to an introduced candidate or otherwise uses the introduction.

2. Introductions

An "Introduction" includes sending a candidate CV or profile, providing identifying information, arranging an interview, or otherwise bringing a candidate to the Client's attention. The Client must keep candidate information confidential and use it only for legitimate recruitment purposes.

3. Recruitment fees

The recruitment fee and any applicable commercial terms will be agreed in writing for the assignment or introduction. Unless expressly stated otherwise, quoted fees exclude VAT. VAT will be charged at the prevailing rate where applicable. The Client must notify Presto PayTech promptly when an offer is made or accepted and provide the information reasonably required to calculate the agreed fee.

4. Payment

Invoices are payable within the payment period stated on the invoice or in the written fee agreement. The Client must raise any genuine invoice query promptly. Presto PayTech may charge statutory interest and recovery costs on overdue commercial debts where permitted by law.

5. Candidate ownership and third-party introductions

If a Client, an associated company or a connected business engages a candidate following an Introduction by Presto PayTech, the agreed recruitment fee will be payable where the engagement results from that Introduction. The Client must not pass candidate details to a third party without prior written consent.

6. Client responsibilities

The Client is responsible for determining the suitability of any candidate, taking up references where required, checking qualifications, obtaining any required right-to-work or regulatory evidence, and ensuring that the proposed role, remuneration and working arrangements comply with applicable law.

7. Candidate information

Presto PayTech will take reasonable care when presenting candidate information but cannot guarantee that information supplied by a candidate or third party is complete or error free. The Client should carry out its own checks before making an appointment.

8. Replacement or rebate arrangements

Any replacement candidate, rebate or guarantee arrangement must be agreed in writing for the relevant assignment. Unless such an arrangement is confirmed in writing, no automatic replacement or rebate applies. Any agreed arrangement may be conditional on the Client paying invoices on time and notifying Presto PayTech promptly if the engagement ends.

9. Confidentiality and data protection

Each party must protect confidential information received from the other. Personal data must be processed in accordance with applicable UK data protection law and only for legitimate recruitment purposes. Candidate information should not be retained longer than necessary for the relevant recruitment purpose.

10. Liability

Presto PayTech will use reasonable care in providing recruitment and introduction services. The Client remains responsible for hiring decisions and the management of any person it engages. Nothing in these Terms excludes liability that cannot lawfully be excluded.

11. Equal opportunities

Both parties should conduct recruitment in a fair and non-discriminatory manner and comply with applicable equality and employment legislation.

12. Termination and continuing obligations

Either party may stop working on an assignment by giving notice. Terms concerning confidentiality, data protection, fees arising from prior Introductions and other provisions intended to survive termination will continue to apply.

13. Law and jurisdiction

These Terms are governed by the laws of England and Wales. The courts of England and Wales will have jurisdiction over disputes, subject to any alternative dispute resolution process agreed between the parties.

14. Changes and assignment-specific terms

Presto PayTech may update these standard Terms from time to time. Assignment-specific terms, fee schedules or written agreements agreed with the Client will take priority where they expressly vary these Terms.

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These standard terms are intended for permanent recruitment introductions. Specific commercial terms can be agreed separately in writing.