



EMPLOYEE STARTER PACK £500 +VAT

Employers - Need Help With The Paper Work?

The Employment Team at Geoffrey Leaver Solicitors appreciate that it can be daunting taking on employees. If you have a business and are thinking of employing someone for the first time or have employees but not yet issued contracts then we can help you. We offer businesses an **Employee Starter Pack for £500 + vat** which includes:

- Up to 1 hour meeting to discuss employment plans and business needs
- Bespoke Employment Contract to comply with UK legislation and to protect the business
- Template employment letters including offer letter and reference
- Staff Handbook to include basic policies including disciplinary and grievance procedures to get the business started



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