

## Holiday Disclaimer

The holiday year runs from 1st of April to the 31st March.

You are entitled to 28 days (including Bank Holidays) based on accrued hours for each holiday year. All holidays must be taken during the current holiday year or they will be lost, under no circumstances will Major Recruitment carry holidays over or money paid in lieu.

Holidays are accrued on an hourly basis (0.5 days per week based on working 39 hours per week) and paid by a mean average of total hours worked over the last 52 weeks. Any sickness, lateness or non attendance will lower your accrual.

At least 1 weeks' notice has to be given for any holiday requests and requested in writing by email to your local branch. All up-to-date contact details can be found on our website: <a href="https://www.major-recruitment.com/contact-us/locations/">www.major-recruitment.com/contact-us/locations/</a>

Following termination of your assignment, requests for outstanding holidays must be made in writing within 4 weeks via email.

The above statement is in accordance with Section 224 of the Employment Act 1996.