For E-Factor Group to act as your intermediary for a Kickstart application, we need the following information from each employer. If not already provided, please can you return this information by return and we will include your business in the next available application of 30 placements. (As soon as we submit you will be informed) Please contact [info@e-factor.co.uk](mailto:info@e-factor.co.uk) or call 01472 252780 if you have any further questions.

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| **The Companies House reference number or Charity Commission number.** |  |
| **The organisations address and contact details (including contact name, email, telephone number)** |  |
| **Confirm that the roles are new jobs and not replacement or planned vacancies. Confirm you meet the Kickstart Criteria (see this link-**[**Kickstart Scheme criteria**](https://gov.uk/guidance/check-if-you-can-apply-for-a-grant-through-the-kickstart-scheme#who) **)** |  |
| **Kickstart wages are paid in arrears at the end of month 2, 4 and the end of month 6.**  **Please advise if this is financially viable for your organisation?** |  |