



# Bradford Community Payroll & Accounts

Voluntary Services Centre, 19 / 25 Sunbridge Road,  
Bradford, West Yorkshire BD1 2AY  
Tel: Bradford (01274) 787800, Fax: (01274) 229304  
E-Mail: payroll@bradfordcpa.co.uk

## Employers Information

**NAME OF ORGANISATION**.....

Contact Name .....

Contact Address .....

.....

.....Post Code.....

Contact Telephone No .....

Contact Fax Number .....

Contact E-mail .....

Pay Date of Organisation .....

Pay period (e.g. calendar month) .....

I agree to provide any additions, amendments or alterations to the payroll in writing 10 days prior to pay day.

Signed..... Date .....

This form must be signed by the person who is to be the authorised signatory for the organisation.