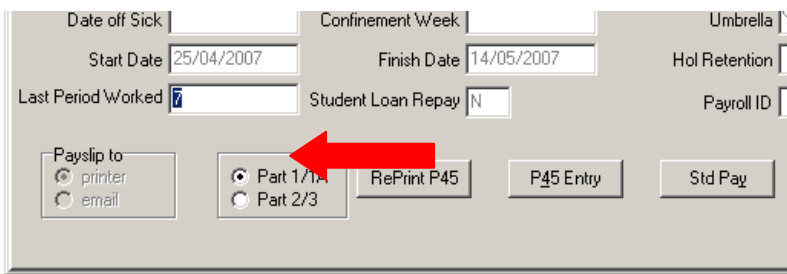


Changes to Delivery of Wage Slips

Dear Sir/Madam,

As many of you will be aware we have been trialling the delivery of wage slips via email over the last 2 months. During this trial we have also been duplicating the delivery of wage slips via the mail just to ensure that everyone receives one. As from next week being Monday July 14th all contractors electing to receive a payslip via email will not receive a duplicate in the post. Whilst we do not anticipate any issues please do not hesitate to contact us should you not receive a wage slip next week.



The screenshot shows a payroll system interface with various input fields and buttons. A red arrow points to the 'Part 1/1' radio button, which is selected. The interface includes fields for 'Date off Sick', 'Confinement Week', 'Umbrella', 'Start Date' (25/04/2007), 'Finish Date' (14/05/2007), 'Hol Retention', 'Last Period Worked', 'Student Loan Repay' (N), and 'Payroll ID'. Below these fields are buttons for 'Payslip to printer', 'Payslip to email', 'Part 1/1', 'Part 2/3', 'RePrint P45', 'P45 Entry', and 'Std Pay'.

If you would like to change the way you receive your wage slip from now on then please do not hesitate to contact us and we will update our system accordingly. Remember that receiving your wage slip via email is not only quicker and more convenient but also helps us help the environment by not consuming so much paper and by reducing our CO2 footprint.

Eden's paper conservation program has also included the recycling of all paper used in our office as well as the introduction of many new automated processes. We are endeavouring to change the way that we interact with you our customers over the coming months and will update you as and when processes change.

Many thanks for your ongoing business and please do not hesitate to contact us should you have any questions on 0845 430 2970 or on enquiries@edenoutsource.co.uk.