



# ABSOLUTWORKS

Employment Law, HR, Health & Safety  
Advice and Support

Thank you to those that attended the webinar 'The F word and HR' on 14 May 2020, we hope that you found it useful.

Here is what just one of our clients has said about our support during these testing times;

*"Amy, Joy, Emma and all the team at Absolute Works have been amazing during this period. Helping guide us through the minefield and ever-changing landscape. They have taken all the heavy lifting, allowing me to focus on other areas of the business that required urgent attention, knowing that our HR was going to be compliant and helping us with making all the correct decisions"* Barry Marshall, FD – Lane IP

Please check out our other testimonials on our [website](#).

**We would like to offer all HBAA members a 15-minute free HR consultation to give advice on current HR queries or challenges.**

We are offering the following special packages which all members can take advantage of. Remember that HMRC will be auditing records and will expect to see a Furlough Agreement and records of furlough end dates.

**1. Up to 1 hour HR consultancy**

Template Furlough Agreement

Template de-furlough letter

Template letter requesting holiday to be taken during furlough leave

**£150**

**2. Up to 1 hour HR consultancy,**

Tailored / personalised Furlough Agreement

Tailored / personalised de-furlough letter

Tailored / personalised letter requesting holiday to be taken during furlough leave

**£250**

**/cont**

**3. Up to 1 hour HR Consultancy**

Template Furlough Agreement

Template de-furlough letter

Template letter requesting holiday to be taken during furlough leave

Homeworking Policy

COVID19 screening questionnaire (following period of furlough / self - solation / shielding)

Template RTW Form (following period of furlough / self - solation / shielding)

**£450**

**4. Up to 1 hour HR consultancy**

Tailored / personalised Furlough Agreement

Tailored / personalised de-furlough letter

Tailored / personalised letter requesting holiday to be taken during furlough leave

COVID19 screening questionnaire (following period of furlough / self - solation / shielding)

Template RTW Form (following period of furlough / self - solation / shielding)

**£550**

**5. Tailored Contract of Employment & Handbook**

**£500**

Should HBAA members require any other HR Consultancy services to discuss redundancy or any other strategy or measures, they will benefit from a 10% on our usual consultancy rates. We will agree a project cost wherever possible.

HBAA members will also benefit from a 10% discount on our HR retained packages.

These special HR Consultancy offers and retained package discounts are valid to 31 December 2020.

To benefit from any of the special offers please call 01926 355560 or email [info@absoluteworks.co.uk](mailto:info@absoluteworks.co.uk) and quote 'HBAA The F Word and HR'