CONTRACTORS' HANDBOOK
THE EXPERT GUIDE FOR UK CONTRACTORS AND FREELANCERS
DAVE CHAPLIN

STAY OUTSIDE IR35
Essential guidance for private and public sector contractors

LATEST TAX UPDATES
Including dividend tax changes and how to spot an avoidance scheme

3RD EDITION

MARKETING YOURSELF AS A CONTRACTOR
Using social media to win that next contract
Contractors’ Handbook

The expert guide for UK contractors and freelancers Third edition
Praise for previous editions

The definitive guide to successful freelancing, a compelling read for anyone looking for inspiration and ideas to advance their career in professional contracting. A thorough, thought provoking textbook.
Graham Fisher
Orange Genie Group

What a fantastic read, the Contractors’ Handbook truly includes everything you need to know when considering becoming a contractor. With step by step guidance and detailed answers to all of your questions, I highly recommend this to the budding contractor, consultant or freelancer.
James Poyser
CEO, inniAccounts

Don’t even think about embarking into freelancing without ordering a copy of the Contractors’ Handbook by Dave Chaplin. You could easily spend years finding out the hard way, what this highly focused and relevant book tells you and, after reading it, you will know exactly how to handle all the pitfalls and joys of contracting.
David Colom
D J Colom & Co Chartered Accountants

I’m finding the handbook to be very interesting and useful, especially as I’m rewriting my CV to a more high impact format. The best part so far has been the recent ‘contract renewal’ which, having read the handbook, I referred back to my agent to get it redrafted as a new contract with a change of title, and took the opportunity to get an increased rate as well! Paul Gardner, UK Contractor

Dave is one of the most experienced, knowledgeable and influential individuals in the contracting sector. The third edition of the Contractors’ Handbook means you can benefit from his years of experience in a handy, practical and up-to-date guide. In short, this book forms essential reading for anybody who is even relatively new to the sector.
James Abbott
Owner, Abbott Moore
Rarely do you pick up a book that answers all the questions. Not only does the Contractors’ Handbook answer them in detail, but it also goes into areas I hadn’t even thought about – despite creating and running several successful businesses. Whether you are a freelancer, contractor, interim, freelance consultant or locum, regardless of the years you have been working, this comprehensive book is an absolute gem. Get one and I promise you it will remain on your shelf for reference and get used regularly. Highly recommended!

Darren Fell
Managing Director, Crunch

As a recruiter I often see people struggling to find consistent advice on how to get started with contracting. I recommend the Contractors’ Handbook as a good first step as it helps make sense of some of the things which make taking the “jump” a daunting prospect. It covers everything from advice on the best way to run your business through to how to successfully navigate legislation in the contractor market. Whether you’re looking to make the initial transaction or improve on your current setup, it is a good investment to help you take the next step in your career.

Sam Alsop-Hall
Managing Consultant, Harvey Nash plc

The Contractors’ Handbook is a much-needed publication. Contractors want trusted, concise, practical advice, which is exactly what Dave Chaplin provides, at an excellent price. Importantly, the guide also offers reassurance to people considering contracting as a career move, whilst addressing the complex tax and regulatory issues.

James Leckie
Owner, Contract Eye Limited

Dave Chaplin’s book is an essential guide to the ever-changing market for both newcomers and those experienced in providing their professional skills through contracting. With legislative pitfalls becoming deeper and more frequent, and the government’s drive for ‘paying the right amount of tax’, this book will help you avoid many of the issues whilst providing the background for making the right decisions at the right time.

Duncan Strike
Director, Intouch Accounting

It’s one of the books that changed my life… Cheers!

Alex Toderita, professional contractor
At last the information, step-by-step guidance and advice we’ve all been looking for! After 19 years contracting I thought I was a pro’, but the Contractors’ Handbook has opened my eyes. I wish I’d had this when I was starting out, but it’s just as useful to me now.
Paul Ross, UK contracting veteran

I’ve successfully made the transition from permanent employment to working as a contractor. My advice to first-time contractors is buy the Contractors’ Handbook and read it thoroughly from cover to cover. Twice. If you’re not serious, it’ll frighten you off, and if you are serious, it contains a wealth of practical advice from seasoned contractors who’ve ‘been there and done that’.
Ken Burrell, Brilliant Baselines

Really pleased to have read this, and read it I did, from cover to cover, all 500 pages! I’d really just wanted to find out more about keeping out of IR35, what with HMRC going after contractors like me who work through limited companies. But having started, I realised I could have done with this book about four years ago when I began my contracting. Buy the Contractors’ Handbook and it will probably save you making costly mistakes by knowing how to avoid bad deals, etc. If you’re lucky, like me, it could also help you find your next contract!
IT Jane’s Amazon review

I have been an independent contractor with my own limited company for six months and I am finding this book absolutely indispensable. It is a great checklist for startup activities, and for someone who has not yet taken the leap it is a great support resource. This book is about transitioning to independence, discharging one’s duties as company director or umbrella company contractor and securing successful contracts. Highly recommended!
PigPig’s Amazon review

As a “permie” looking to spend a bit of time contracting, this book pretty much matched exactly what I was looking for and it was well worth investing in the book, and investing the time required to read it properly. I found that for me, the best way to use it was to read the chapters in order, one at a time, and spend a couple of days reflecting on the contents of the chapter and doing my own research into the topic it covered, as a kind of dry run while I was still in my previous job.
NumberSix’s Amazon review
A great source of info. Just what I needed to make the decision and get my first job.
Chris Amos’s Amazon review

Even after ten years of contracting, this gave me a good few insights into the industry. I would highly recommend this book to all who are venturing into the industry.
Bruce’s Amazon review

This is a good introduction to UK IT contracting. I would highly recommend it to anyone new to contracting that wants to quickly grasp the most important aspects of the move from permie to contractor. It will more than pay back the cover price with its advice to new contractors.
Bob Smith’s Amazon review

I’ve been thinking about contracting for a year now, and bought this book after a friend recommended it to me. And a great recommendation it was. The author clearly speaks from experience and his “been there, done it” sections offer some really great insightful tips. This book has given me the confidence to finally make the leap to contracting and I’m sure I’ll be referring to it often to help me with my contracting career. Worth every penny.
Beks’ Amazon review

THE Bible for anyone wanting to start their own limited company and venture into the contracting world.
A. Chilcott’s Amazon review
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Contractors’ Handbook

The expert guide for UK contractors and freelancers

Third edition

Dave Chaplin
Dedicated to my parents and my wife, for their love, support and never ending faith.

And to my two wonderful young children, who are responsible for the extra year it took to complete this third edition.
Acknowledgements

There are many people to whom I am grateful for advice, ideas and encouragement offered during the development of this third edition of the Contractors’ Handbook. In particular I would like to thank the contractors, who have contributed to this book in one way or another: some because I’ve had the pleasure of working alongside them and developing friendships for life, and others whose brave fights with HMRC and HM Treasury have established important principles that have helped all contractors.

The impetus for the first edition came from the hundreds of contractors who have sent in queries to the Contractor Doctor on contractorcalculator.co.uk. Their regular questions help shine a light on current contracting, legislation and tax issues. They have also helped us illuminate some of the darkest corners of contracting legislation, ‘worst practice’ and even lifestyles! Many people who successfully used previous editions to start or develop their contracting careers have contributed to the third by providing invaluable feedback, which has been duly incorporated into these pages.

Numerous experts within the contracting sector have generously given of their time and freely offered their advice and opinions on the wealth of guides developed on contractorcalculator.co.uk, and which form the backbone of this book. Some are ‘inside sources’ who wish to remain anonymous, but my public thanks go, among others, to:

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Roger Sinclair, Egos.

Many others have also contributed, not least the dedicated team at Copestone.

My wife, father, other loved ones and friends deserve special mention, for their unfailing support and incredible patience during the creation of the third edition.

To all of you, my heartfelt thanks.

Dave Chaplin
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Foreword to the third edition

By Chris Bryce
Chief Executive
IPSE, the Association of Independent Professionals and the Self-Employed

The political and economic landscape is fluctuating with unprecedented regularity both at home and abroad. This makes the role of our contractors and freelancers in providing a dynamic, flexible and robust UK economy more vital than ever before.

The UK’s freelance and contractor community is undergoing an unabated boom with over two million people choosing to work in this way. IPSE research shows that the vast majority of contractors love what they do and make an active choice to work independently so it’s no surprise that more and more people are turning to this way of working.

As well as increasing in number, contractors are growing in terms of their worth, contributing £119bn to our economy every year. We have at our disposal a thriving cohort who bring expertise and the flexibility that allows the UK to flourish, even during political and economic instability and uncertainty. Specialist contractors enable companies to innovate and take risks. They make big ideas possible.

When we talk about not only maintaining pace with other nations, but being at the forefront of growth and productivity, we must talk about how we equip our workers with flexibility and all the skills to succeed and magnify their potential. IPSE, the Association of Independent Professionals and the Self Employed is there for contractors, and indeed any individual who goes into business on their own account. We work to create the best possible environment for solo businesses to thrive.

Going alone is a big and potentially scary decision to make for your career but it doesn’t have to be. Groups like IPSE and excellent resources like the Contractor’s Handbook and ContractorCalculator.co.uk make taking the step that bit easier.

Unfortunately, too often of late, policy makers appear intent on implementing changes that act as barriers to a contractor’s ability to thrive. Significant adjustments to the way IR35 is administered, and new and swiftly changing taxes on dividends means contractors have to be on top of their obligations. It makes this updated Contractors’ Handbook an invaluable resource for even the most experienced contractor. It provides comprehensive answers to the biggest questions contractors are likely to ask themselves. Accessing this knowledge
puts contractors and freelancers on solid footing to successfully launch or manage their businesses.

Chris Bryce
Preface to the third edition

Since the first edition of the Contractors’ Handbook was released in December 2008, the contracting sector has not only underpinned the UK’s recovery following the 2008/09 financial crisis - the worst economic downturn since the end of the Second World War - but also continued to grow and further support UK Plc.

But consistent legislative changes have made sure that it has been far from ‘business as usual’ for the UK’s contractors. HMRC is still very much active in its pursuit of ‘deemed employees’, and IR35 (the ‘contractor tax’) underwent the most significant change in its history in the form of the public sector reform in April 2017. The changes created another difficult hurdle for the UK’s resilient contractor workforce to overcome, and arguably made IR35 more of a threat than ever before. Prior to this, limited company contractors had experienced increases to tax on dividends whilst restrictions on travel and subsistence expenses impacted on umbrella contractors. Tax administration has also undergone a major shake-up. During the March 2015 Budget, the government revealed its ‘Making Tax Digital’ regime, and with it various planned changes including the requirement for contractors to submit quarterly tax returns online.

It’s evident that the government still needs to catch up, but don’t expect that to happen anytime soon. Because the government isn’t brave enough to rip up and rebuild the tax system, it will forever be trying to push employment taxes onto contractors who aren’t employed. And with the fall in permanent employment, the tax bucket is leaking. The worry is that draconian knee-jerk sticking plasters will be used to try and shore things up, which threatens to damage the livelihood of contractors.

In spite of all of this, the allure of flexible working remains, as more and more workers make the leap into becoming their own boss. Research from the Association of Independent Professionals and the Self Employed (IPSE) released in February 2017 pointed towards continued strong growth in the contract sector, with estimates suggesting that there were 2 million contractors and freelancers active in the UK in 2016. The findings were in accordance with labour market statistics from the Office for National Statistics (ONS) which consistently point towards strong long-term growth in the number of self-employed.

This burgeoning sector has had a big part to play in the UK’s economic recovery and success over the years. Contributing their hard work, cutting-edge skills and broad experience to a wide range of projects...
that depend on their unique talents, contractors remain the pathfinders of growing businesses and economies. Vital to the success of UK Plc for centuries, highly skilled and flexible contractors have always been found in every sector – from science, engineering and medicine, through crafts and trades, to education, the arts and media.

This third edition of the *Contractors’ Handbook* remains the expert guide for all contractors and freelancers in the UK – whether you’re just considering the move into contracting, or have many years of experience, this book can help you. It’s a resource that pulls together in one place: my first-hand experience; the wisdom of many successful contractors built up over nearly two decades; the specialist knowledge of dozens of expert contributors; ContractorCalculator’s numerous contractor-focused calculators; plus of course the site’s hundreds of carefully researched and regularly updated guides.

Readership of contractorcalculator.co.uk has remained strong, with traffic consistently reaching in excess of 150,000 unique visitors each month (at the time of writing). We are always adding new material to the website and are continually refreshing guides to keep them current. We also encourage you to subscribe to the site in order to stay informed with the latest developments on a legislative front. With the contracting sector seemingly continually under the government microscope, sometimes we need to rally the troops and fight back, and we will need your help to do that.

In 2017 we launched our new IR35 tool via ir35testing.co.uk, providing the most comprehensive and accurate online testing solution for contractors looking to determine their employment status. We also published *Beat IR35* to align with the public sector reform, providing contractors, clients and agencies with all they need to know to help navigate the legislative changes. The reform is arguably the biggest event to happen to the contract sector since IR35 itself was introduced, and is covered extensively in this book. Other new features include a revamped section on marketing yourself as a contractor and a new chapter on tax planning strategies.

So, for those of you who have longed to take control of your destiny and make the leap into contracting, I offer you encouragement and practical ‘how to’ guidance for your journey. If you’re an experienced contractor, this book will provide you with information on advanced techniques to really ‘up your game’. And should anything go wrong along the way, I’ll share with you solutions that have been effectively used by myself and others.

The key to a successful contracting career is to acknowledge that the market is continually moving, and to maintain your skills accordingly.
to ensure that you are a prime candidate for each potential new client. This book provides another opportunity to do just that. It also accounts for the skills that feature less highly on most contractors’ radars, but cannot be underestimated when it comes to winning the best contracts: things like CV writing, contract law, negotiation techniques and key sales and marketing skills. This third edition also features expert advice on making the transition from being an employee and applying the new rule book of contracting to how you manage your finances, as well as comprehensive guidance on laws and legislation affecting contractors.

As an ex-contractor who enjoyed the rewards of contracting I continue to champion the cause of those that choose to go out on their own and define their own professional destiny, and hopefully this book and the website will continue to pave the way. I had a great time contracting, and I hope that you do too. The contracting way of life can be extremely fulfilling for those who it is suited to, and if in some way with this third edition I can help you enjoy it as much as I did, I shall be delighted.

If you don’t find what you’re looking for, would like to take issue with anything I’ve written, or have any questions about contracting, then please feel free to get in touch with me through www.contractorcalculator.co.uk.

Dave Chaplin
CEO, ContractorCalculator
November 2017
1

Why go contracting?
1.1 The main reasons people do it
The decision to move from being a permanent employee to becoming a contractor seems to have been endlessly dramatised. In fact, it’s not that big a decision at all. Choosing to become a contractor ranks well below decisions like getting married or deciding which career to choose. In fact, if you are reading this, you’ve probably already made some fairly important decisions about your career, which is why contracting sounds attractive. You may be an IT developer with years of experience and already earning good money in a job. Or you may be a recently qualified engineer and wondering whether you should give contracting a try.

The choice is yours
After reading on, the choice can only be yours. The question is, do you always want to be asking yourself ‘what-if?’ Don’t forget that you can always return to the permanent workplace if contracting doesn’t suit you. But if you don’t take the plunge, you’ll never know what you’ve missed!
Contracting is an increasingly popular way of working. There are many reasons why people choose to join the contingent workforce as a contractor, including:

- To do the things they really want to do, and this includes taking more time off
- To avoid the things they really don’t want to do
- For the money
- Because that’s how their market operates – contractors working in niche industries may not come across permanent employment opportunities
- Because it is more satisfying and fulfilling

‘It’s not what I want to do anymore’
The chances are your decision to consider the contract market was triggered by a number of these reasons. Whilst some people go straight into contracting because it’s the best route for sourcing work within their industry, others choose contracting as a lifestyle choice, whereby they have more control over hours worked, holiday taken and career development, amongst numerous other factors.
Many of us get to the stage in our careers when we become as experienced, skilled and technically proficient as we are likely to get in our chosen skill set. This could be in programming, engineering,
construction, financial services, marketing or one of many other disciplines.

**The catalyst**

**DAVE SAYS:** My decision to go contracting didn’t happen overnight. It’s the same for most contractors. The final decision is normally made after the contractor reaches a tipping point. This can often come about as a result of false promises that fail to materialise, like not being promoted or receiving a smaller than deserved rise in salary or receiving no rise at all.

I was working for a consultancy firm that sold me on to various banks at twice what they were paying me. Before I finally decided to go contracting I had a frank chat with my firm and told them I was not happy and what I expected from them, which was more money and more training. They promised it, it never happened; so I left.

I was basically a contractor already, but with one agent that I gave 50% of my money to each month. Cutting out the middleman was a no brainer. I made a few enquiries, handed in my notice, and within two weeks had secured a contract that saw my take home pay double overnight.

Many people enter the contract market because they have reached a professional or technical pinnacle in their chosen industry. The next stage of progression after this is typically management, which tends to raise two big questions:

1. **Do I really want my future career progression to be on the management track?** This typically means doing a lot less of what you have previously enjoyed doing, and instead spending a lot more time managing other people and progressing your management, and not professional, career. This is not to everyone’s taste and becomes an all-consuming end in itself.

2. **Having become the most qualified person at what I do, would I want to start at the bottom, learning a new skill set – management - being the smallest fish in a bigger pond?**

4 Contractors’ Handbook
So, many potential contractors find themselves being promoted, or not being promoted, either of which can prove frustrating. And typically many highly qualified professionals find themselves sidelined into ‘special projects’ or doing tasks they really don’t enjoy. This then makes them think about what it is they really want to do.

**Now, what can I do that I have always wanted to?**

So, having been given a reason to think about taking the contracting route, we then consider the first reason – contractors go contracting because they get to do what they want to do.

---

**Been there, done that!**

**True flexibility**

**DAVE SAYS:** Cash was the initial front-runner when I was thinking about reasons to go contracting, but the flexibility was what made me never go back to being a permie. My initial view of contracting was that I’d basically get paid much more for doing pretty much the same thing. But, as you soon learn after you’ve been contracting for a year or, so there are many more benefits than just the extra cash. Being able to take off much more time, and having the cash to take more holidays are real bonuses.  
I love travelling and took many long weekends in places like New York, Las Vegas, Paris and Moscow, often indulging my love of golf along the way. And I still had money left over each month for savings.  
The other great bonus was the training. I sent myself on lots of courses and got certifications. I’d been begging my previous employer for this for ages, but it never happened. The director even said to me after I left that the problem with spending money on training people up is that they then leave. Within a year of leaving I achieved a recently launched Microsoft Certification, and was one of the first 500 in the UK to get it; that never would have happened if I’d stayed at the firm.

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Here is a really important point: organisations do not employ contractors and pay them for the time they spend completing ongoing and everyday mundane tasks. There are a number of differences between permanent employment and contracting, though the key fundamental
difference concerns your obligations as a contractor – or lack thereof. There’s a big difference between being employed and having your boss assign you a series of tasks, and being hired to work on a pre-agreed project or set of tasks as a contractor. With the latter, not only are you not obliged to carry out any work that wasn’t stipulated within your contract, you are actively advised not to as it could compromise your tax position. This is explained in more detail in chapter 8.

The major point of difference is that, as a contractor, as long as you perform, you can do a lot more of what you want to do. It varies between different types of clients and different sectors, but the common theme is that you take control of your work and your work-life balance.

If you find that you have completed all of your project tasks ahead of schedule on a Thursday, you could choose to take the Friday off. However, for the permanent employee sitting next to you, this is not an option. They would have to find something else to do until clocking off time on Friday, or they may try and stretch out the job to last the week.

However, this isn’t always the case in every contracting role. For example, if a contractor is an offshore safety specialist working on an ongoing drilling project, for instance, they can’t just leave for the weekend until their safety role is covered. But you can bet that what they are being paid more than compensates them for working some weekends!

**Can I choose when and how to do my work?**

Contractors have a level of flexibility that permanent employees simply do not have. If they can afford it – and many can – contractors can take long periods of time away from work, or they can choose to work particularly hard for a few years to earn enough to retire early. The key word is **choice**: a contractor really can choose what work to do, when to do it, and how to do it.

This can also work well for contractors with families who want to be able to choose to spend more time with them, particularly if they have young children or perhaps they want to spend time as a carer for a parent or other relative. The increased money contracting tends to bring can make flexible working possible for many with family commitments who might otherwise not be able to work at all.

However, be warned that contracts might not always come easy. If demand for your skills is low, you could find yourself struggling to win work. Contractors are aware that they may hit the odd barren spell, and many work for long periods of time to accommodate for
periods of reduced demand. This is one of the minor risks involved with contracting, but you can work on mitigating this risk by developing specific contractor skills. These will help to ensure you win interesting, lucrative contracts and stay in work, and are discussed in depth in chapter 4.

**For the money**
In addition to the flexibility contracting gives, and the ability to leave behind the world of office politics, another important reason people choose to become contractors is for the money. And that’s not surprising, because contractors typically earn between 20% and 150% more than permanent employees.

**Been there, done that!**

**It’s not just about the money**

**DAVE SAYS:** Sadly, and unjustifiably, contractors can get a bit of a reputation as being ‘money grabbing’. The fact is that whilst they expect to be paid the going market rate, many would rather work on an interesting project that pays less than on a frustrating project that pays more.

Once, two of my friends jacked in high-paying contracts because the firms needing the work done were simply no fun to work for! The first one was a bank that suffered from heavy bureaucracy, making it impossible to move forward quickly. The second was a consultancy whose expectations were unrealistic—they expected to build Rome in a day and it was the contractor’s fault if that miracle failed.

Contractors typically go contracting because they hate politics and/or working for bad bosses. Most like to get things done, achieving the goals of the project and adding value to companies along the way.

Why do contractors tend to get paid more? It is generally because they are not employees but also because they may, particularly in some key sectors and disciplines, be highly skilled and very rare, in which case market forces contribute to their high rates. As an employee with such skills, even if they’re well rewarded, it is not often that an employee’s true market value is paid to them, particularly if they have been with a company for a long time.
For the job satisfaction
All of the above explain why the vast majority of contractors across the globe are so much more satisfied than their employee equivalents. As a study by McKinsey Global Institute (MGI) titled ‘Independent work: choice, necessity and the gig economy’ found, satisfaction levels amongst contractors are significantly higher than those in permanent employment.

Of the estimated 49m contractors surveyed in the US and across Europe, the study found that 97% are much happier than their permanent counterparts. In fact, contractors reported greater job satisfaction levels than employees in all but two of the individual aspects of work that they were asked about, including:

- Opportunities for development
- Flexibility
- Assignments undertaken
- Recognition received
- Ability to express creativity
- Level of income

The only areas where contractors didn’t report notably higher levels of work satisfaction were understandably security over income and work-related benefits. With workers increasingly valuing self-governance and autonomy as critical aspects of work, it seems there has never been a better time to go contracting!

Why are contractors so attractive to clients?
Employees are expensive and a high risk to employers. They insist on having reasonable wages and a whole raft of benefits, yet even if they become too ill to work or the work itself dries up for a while, they still have to be paid. Changes to rules surrounding workplace pensions mean employers are also required to automatically enroll the large majority of their employees into a pension scheme, which they will have to contribute to. Employers also have to pay additional employers National Insurance (NI), whilst those with an annual pay bill above £3m must make regular contributions to the apprenticeship levy introduced in April 2017.

Contractors are cheap by comparison and almost always highly cost-effective to use. They are not employed by the company they are contracted to, so don’t have the overheads associated with permanent employees. And if they don’t work, they don’t get paid, whatever the reason. So the result is that contractors get paid more for taking the risk of not being employed. And, as we’ll see in later chapters, that need not be much of a risk at all.
There is another factor that makes contracting so attractive to many. The tax: contractors can benefit from considerable tax breaks. These advantages are explained in greater detail in section 1.3. Contracting can be a great way of life and, with the help of this book, you too can use the right strategies to make a real success of it.
Why do contractors choose the contracting lifestyle?

• They want to earn more.
• They love the work they do and want to carry on doing it.
• They have become disillusioned with permanent work.
• They want more autonomy over how they carry out their work.
• They don’t like office politics, have heard one too many false promises, and are fed up working for sometimes unappreciative management.
• They don’t want to move up the ladder by going into management and finding themselves doing a job they do not enjoy.
• They want to explore more opportunities for development that permanent employment simply cannot accommodate.
• They don’t want to move into a role they don’t want.
• After many years working really hard, obtaining their valuable skills, they would like to have more holiday than the statutory minimum.
• They’d like to have more time to pursue other interests, hobbies and business opportunities outside of the 9 to 5, including spending more time with families and children.
• They see contracting as a way of earning more money, taking more holidays, and continuing to do what they love doing.
• Their niche skillset means clients don’t require them full-time, but they can secure plenty of work across a number of clients on a contract on-demand basis.
CONTRACTORS’ HANDBOOK
THE EXPERT GUIDE FOR UK CONTRACTORS AND FREELANCERS

UK contracting continues to flourish, consistently outperforming other sectors of the labour market. Contracting’s growth in popularity continues as more and more highly skilled knowledge workers and clients realise the mutual benefits of flexible working. Increasingly acute skills shortages continue to drive up contractor demand – meaning the time to go contracting is now!

This book has helped tens of thousands of contractors to successfully make the transition to contracting, and helped existing contractors to improve their skills, enabling them to secure lucrative long term contracting careers. Whether you’re a current or aspiring member of the UK’s flexible workforce, this comprehensive book has all the know-how you need to harness your potential and achieve your financial and lifestyle goals by becoming a contractor.

NEW! In this third edition:

- Tax and legislation – all the latest changes to IR35 and dividend tax
- IR35 – comprehensive guidance on how to avoid and the new reforms
- When things go wrong – increased to over seventy tried-and-tested solutions
- Tax avoidance – how to spot an avoidance scheme and stay inside the law
- Personal finance – all-new guidance on insurance, mortgages and pensions
- Legislation affecting contractors – the rules you need to be aware of
- Marketing skills – helping you secure your next contract online and offline

3RD EDITION

About the author

With over two decades of experience in the contracting sector, Dave Chaplin has encountered all of the challenges that contracting can throw up, from secure contracts, to tax, IR35 and resolving situations with difficult clients. Working in the City of London on cutting edge infrastructure and development projects, Dave survived and thrived as a contractor. He founded Contractor Calculator, the UK’s leading resource for contractors and freelancers, and has been its full-time CEO since 2004.

Dave has consulted with the Department for Business, Innovation and Skills (BIS), HM Treasury and HMRC on the future of IR35 and tax simplification. He regularly participates in industry-shaping roundtable events and frequently featured in the media - Financial Time, Guardian, Telegraph, BBC Radio, and many others - continuing to champion and influence the next generation of contractors on strategies for successful contracting.

In association with

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