

## **Arden White Services Policy**

We wish to confirm how we (Arden White Limited) will provide our services to you.

This will relate to if you choose to use us for our services following a recent communication with you (telephone conversation / meeting / correspondence).

During the communication, you informed us that you wish for us to help you in your search for employment. As such, we will provide you with recruitment services; that is to say, we will act as an agency, as defined under the Employment Agencies Act 1973, and you authorise us to seek work on your behalf.

Thank you for choosing us to support you with your search for employment, and should you have any queries, or require any further information on the services we provide, please contact the office on 01202 862777.