

ALL MEMBERS



# FOUR SERVICES FOR ALL MEMBERS



SOLE TRADER • SMALL BUSINESSES • MEDIUM BUSINESSES • LARGE BUSINESSES





# SOLE TRADERS



**THE WORKING LIFE OF A SOLE TRADER CAN BE FRENETIC AND, AT TIMES, VERY MUCH A BALANCING ACT. THE DRIVE TO GENERATE SALES AND GROW THE BUSINESS CAN OFTEN MEAN THAT PROTECTING THAT BUSINESS CAN EASILY BE FORGOTTEN. HOWEVER, WITH THESE FOUR SERVICES, A SOLE TRADER HAS UNLIMITED ACCESS TO A RANGE OF VITAL BUSINESS SUPPORT.**

## THE HR SERVICE

Vital support every sole trader needs when they want to take on their first employee. All the required advice and documents are available.

## THE TAX SERVICE



Gives members access to tax and VAT advisors who are available to help with any problems or answer any questions

## THE HEALTH & SAFETY SERVICE



Ensures that members have access to advice on a range of issues including risk assessments, fire safety and much more. With the addition of over a hundred documents on the website members have everything they need to be compliant.

## THE LEGAL SERVICE

The most used service by sole traders. It provides unlimited access to experienced legal advisors who can help with contract disputes, debt recovery, property issues and commercial problems, plus much more. The document library provides almost 200 key legal documents, including contracts, templates and check lists.



# SMALL BUSINESSES



**SMALL BUSINESSES DO NOT GENERALLY HAVE A LOT OF, OR INDEED ANY, IN-HOUSE HR, LEGAL, HEALTH & SAFETY OR TAX EXPERTISE. RESOURCES ARE USUALLY FOCUSED ON THE DELIVERY OF THEIR SERVICE OR PRODUCTS. HOWEVER, WITH ACCESS TO THE FOUR SERVICES, THEY HAVE UNLIMITED ACCESS TO A BANK OF EXPERTISE AND INFORMATION.**

## THE HR SERVICE

People can often be the biggest headache for a small business. Members have unlimited access to experienced HR advisors to help with any problem or answer any question. This is supported by the document library which features over 400 free downloadable employment documents, covering everything from employee recruitment to exit.

## THE HEALTH & SAFETY SERVICE

Penalties for getting health & safety wrong can be severe so a business must focus on compliance. With ChamberHS this is easy to do as members have access to health & safety specialists through the advice line and over 100 free downloadable documents.



## THE LEGAL SERVICE

Members have unlimited access to legal advisors who can help on a wide range of legal issues including contract disputes, debt recovery, property issues etc. There are also almost 200 legal documents on the website such as contracts, check lists, letters etc.

## THE TAX SERVICE

Access to experienced advisors who can advise on tax or VAT matters including HMRC investigations, property income, VAT exemptions and more.





# MEDIUM BUSINESSES




**MEDIUM SIZED BUSINESSES WILL HAVE SOME LEVEL OF INTERNAL EXPERTISE AND MANAGEMENT TO HELP WITH COMPLIANCE ISSUES. THESE FOUR SERVICES PROVIDE VALUABLE ADDITIONAL SUPPORT FOR THE STAFF WHO MANAGE EMPLOYMENT, HEALTH & SAFETY, LEGAL OR TAX MATTERS.**

## THE HR SERVICE

HR managers have unlimited access to HR/ employment advice on a range of issues including discipline and grievance, apprenticeships, national living wage and more. The advice is supported by the document library which features over 400 free downloadable employment documents.

## THE LEGAL SERVICE



The advice line provides advice on a broad range of legal issues including commercial disputes, commercial law, data protection etc. There are almost 200 free downloadable template documents covering company law, intellectual property, contracts and check lists.



## THE HEALTH & SAFETY SERVICE

Members have access to health & safety advice and a range of over 100 downloadable documents covering risk assessments, manual handling, vulnerable groups and more.

## THE TAX SERVICE

Access to experienced tax and VAT specialists who can advise on related matters including VAT registrations, exemptions, VAT on land and property etc.



# LARGE BUSINESSES



LARGE COMPANIES WILL HAVE INTERNAL RESOURCES COVERING HR, HEALTH & SAFETY, LEGAL AND TAX, BUT DESPITE THIS MANY COMPANIES OF THIS STATURE STILL ACCESS THE FOUR SERVICES.

## ADVICE LINES

In the complex world of employment law it is valuable to have access to the advice lines so that the HR team can check that they are doing the right thing. Similarly, with legal issues, large companies will use the advice lines to sense check that their position is correct.



## DOCUMENT LIBRARY

A valuable resource that enables company specialists to keep their own documents up to date.

## SPECIALIST SERVICES

Companies sometimes need help with complex cases and will call upon Quest's experts to assist.



## CONTACT US



CALL **0116 274 9154** FOR ADVICE ON HR, HEALTH & SAFETY, LEGAL, OR TAX ISSUES.

