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Dear Client

## **JOB RETENTION BONUS**

Now is the time to plan ahead if you believe you may qualify for the job retention bonus.

Employers will be able to claim a one-off payment of £1,000 for every employee they have previously received a grant for under the Coronavirus Job Retention Scheme (CJRS) and who remains continuously employed through to the end of January 2021.

To be eligible, the employee must have received earnings in November, December and January, and must have been paid an average of at least £520 per month, and a total of at least £1,560 across the three months.

As the employer, you will be able to claim the bonus after you have filed PAYE information for January 2021, and the bonus will be paid between 15<sup>th</sup> February to 31<sup>st</sup> March 2021.

More detailed guidance can be found [here](#).

If you have any questions or concerns please feel free to contact your usual contact / client manager at Crane & Johnston as we are here to help you through this uncertain and challenging period.

Best wishes and above all stay healthy.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Crane &amp; Johnston', written in a cursive style.

Crane & Johnston