

Maternity Application Form



Full Name :

Location :

Department :

Payroll Number :

Maternity Leave Start Date :

Maternity Leave End Date :

Have you agreed annual leave with your Line Manager, either before or after your Maternity Leave, if yes please detail below:

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Once we receive your application and MATB1 certificate we will be able to tell you if you are eligible for maternity pay. If you are eligible, Park Holidays UK will be responsible for issuing your payments. If you do not qualify then we will provide you with the forms and confirmation needed, to apply via the Department of Work & Pensions for government funding.

Statutory Maternity Pay (SMP) is paid for up to 39 weeks. You get:

- 90% of your average weekly earnings (before tax) for the first 6 weeks
- £172.48 or 90% of your average weekly earnings (whichever is lower) for the next 33 weeks
- You are entitled to 52 weeks of leave in total, the last 13 weeks are unpaid

- I have read and understood the above
- I have attached a copy of my MATB1 Certificate
- I agree to send this application to: Peopleservices@parkholidays.com
- I have agreed my Start & End dates with my Line Manager

Employee Signature : Date :

Line Manager Signature : Date :

Line Manager Print Name :