Office of the Small Business Commissioner

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The Fair Payment Code

Information and Media Toolkit





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This toolkit is designed as a guide to support you in your promotion of the Fair Payment Code. If you have any questions, please contact comms@smallbusinesscommis sioner.gov.uk

Overview of the Fair Payment Code

- The Fair Payment Code was launched by the Office of the Small Business
 Commissioner (OSBC) on behalf of the Department for Business and
 Trade (DBT) in December 2024.
- The Fair Payment Code has a **tiered system of Awards** which is aimed at awarding best business practice and driving improvements in payment performance from business to business.
- The Fair Payment Code introduces Gold, Silver and Bronze tiered Award categories underpinned by fair payment principles.
- The Fair Payment Code replaces the former Prompt Payment Code. It is more **ambitious**, **aspirational and robust**.



Why do we need a Fair Payment Code?

- Healthy cash flow is critical for small business survival and growth.
 Late and long payment times disrupt the cash flow cycle and can prevent a business from paying its bills, eventually leading to business failure.
- New research published by the Department for Business and Trade shows that late payments are estimated to **cost the economy £11bn** with **businesses estimated to be owed £26bn**. It results in the loss of 14,000 businesses per year which is the equivalent to 38 business closures per day.
- The Fair Payment Code sets standards to improve payment practices and takes a robust approach to compliance and enforcement.



The Award Tiers

The tiers are designed to be aspirational. We will support businesses that wish to improve payment practices, helping them move up from Bronze to Silver, and to Gold over time.





Gold Until 2026

95% invoices paid in 30 days



Silver Until 2026 95% small businesses paid in 30 days
95% Larger business paid in 60 days



Bronze
Until 2026

95% invoices paid in 60 days

Code Principles: To be eligible for an Award, all applicants to the Fair Payment Code are required to abide by the Fair Payment Code Principles, in addition to meeting the payment time requirements for each Award. This includes being Clear, Fair and Collaborate with their suppliers.

How to apply



- To apply businesses need to complete the **expression of interest (EOI) form.** The OSBC will then send on an application form with the guidance to support it.
- The EOI form is available on the OSBC website: https://www.smallbusinesscommissioner.gov.uk/fpc/how-to-apply-expression-of-interest/

Copy for newsletters, websites, articles and emails



Newsletter suggested copy

Please use what works for you and your in-house style. Get in touch if you have any questions.



Option One – 60 words

Headline: Rewarding businesses who pay fairly

The Fair Payment Code (FPC) is administered by the Office of the Small Business Commissioner (OSBC) rewarding businesses across the UK who pay their suppliers fairly.

The Code has Gold, Silver and Bronze tiered Award categories underpinned by fair payment principles.

For more information and to apply please go to the OSBC website: https://www.smallbusinesscommissione r.gov.uk/fpc

Option Two – 80 words

<u>Headline</u>: **Driving improvements in business payment practices**

The Fair Payment Code (FPC) is administered by the Office of the Small Business Commissioner (OSBC) rewarding businesses across the UK who pay their suppliers fairly.

The Code has Gold, Silver and Bronze tiered Award categories underpinned by fair payment principles. Awardees agree to be Clear, Fair and Collaborative with suppliers.

The tiered system of Awards is aimed at awarding best practice and driving improvements in payment performance. For more information visit:

https://www.smallbusinesscommissioner.gov .uk/fpc

Images you can use in Newsletters 1/2



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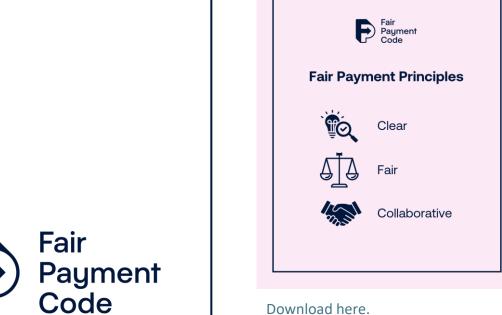
Images you can use in Newsletters 2/2



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Copy for social media

The following slides include social media copy to be posted on X and LinkedIn. The LinkedIn graphics are in the LinkedIn carousel format and the X graphics are in their standard format. Hashtags and social media accounts are included in the posts but feel free to write your own additional content tagging in and using the relevant accounts and hashtags.



Suggested LinkedIn post

This LinkedIn post comes with four downloadable graphics which make up a slider.

Fair Payment Code The @Fair Payment Code is managed by the @Small Business Commissioner on behalf of the @Department for Business and Trade.

The Code has a tiered system of Awards which is aimed at awarding best practice and driving improvements in payment performance

Join FPC graphic

Award System graphic

Fair Payment Principles graphic

Every business granted an Award agrees to abide by the Code's principles of being Clear, Fair How to Apply graphic and Collaborative with their suppliers.

The Fair Payment Code Awards last two years and every business will need to reapply for their Award at the end of each two-year period.

Apply to become a member of the Fair Payment Code U

(Alternative single image)

https://www.smallbusinesscommissioner.gov.uk/fpc

#FairPaymentCode









Suggested X (Twitter) posts

These X posts could be one-off posts or make up a thread.



1/4 The @FairPaymentCode is managed by the @SB Commissioner on behalf of the @biztradegovuk.

UK Businesses can apply for the Award tier which best suits them U

https://www.smallbusinesscommissioner.gov.uk/fpc

#FairPaymentCode

2/4 The @FairPaymentCode has a tiered system of Awards which is aimed at awarding best practice and driving improvements in payment performance U

#FairPaymentCode

3/4 Every business granted an Award agrees to abide by the @FairPaymentCode's principles of being Clear, Fair and Collaborative with their suppliers.

Sign up here: https://www.smallbusinesscommissioner.gov.uk/fpc

#FairPaymentCode

4/4 The @FairPaymentCode Awards last two years. Every business will need to reapply for their Award at the end of each two-year period.

Apply to become a member of the Fair Payment Code 🔱

https://www.smallbusinesscommissioner.gov.uk/fpc

#FairPaymentCode

Join FPC graphic



Award System graphic

Fair Payment Principles

Graphic

How to apply graphic



Fair Payment Code

Fair Payment Code Award Tiers



Webinars & Support

Webinars

- The Small Business Commissioner and staff often attend and host
 Webinars about the Fair Payment Code (FPC).
- The team are happy to present to any business or organisation that wants to understand the Code, is considering applying to receive an Award, or would like to ask any questions.
- You can register your interest to attend an OSBC webinar or to invite the team to present to your organisation <u>HERE</u>.

Supporting Documents

The following links can be shared with organisations applying to the Code:

A Simple Guide and FAQs.



July 2025

Office of the Small Business Commissioner

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Any questions please get in touch

Thank you





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