

## TIRED OF THE PAYROLL HASSLE?

We know that when you're working on payroll, you're spending less of your valuable time on the business. Of course payroll is necessary, but wouldn't it be better if you could focus on your company and let someone else do the payroll?

When you choose us to do your payroll, you'll receive personalized service from a team of dedicated payroll specialists and online access to your payroll information. And you'll be assured of the highest level of data security and confidentiality because our firm stands behind our services.



## GOOD-BYE PAYROLL HASSLES HELLO BUSINESS GROWTH

Ask us today how we can help you say good-bye to payroll headaches and hello to growing your company.

## WHY WAIT ANOTHER DAY?

**ASK US ABOUT OUR PAYROLL PROCESSING SERVICES**

**YOU SAVE**—Time and headaches

**YOUR EMPLOYEES GET**—Convenient payroll services

**EVERYONE BENEFITS**—From personalized service

Our standard payroll offering includes the following services:

- Accurate payrolls delivered on time
- Direct deposit
- Federal and state tax filings
- Private, secure online portal for entering time and printing checks
- Private, secure online payroll portal option for employees to view pay stubs
- Your choice of 16 payroll reports
- Your logo on the checks
- No charges for employee changes
- Automatic new hire reporting

We take your payroll needs very seriously and will work with you to ensure your payroll is processed in a simple and timely manner so you can focus on what you do best—managing your business!



## LET GO OF YOUR PAYROLL HEADACHES

**OUR PAYROLL PROCESSING SERVICE ENABLES YOU  
TO FOCUS TIME ON GROWING YOUR BUSINESS**

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## WE OFFER A FULL LINE OF PAYROLL SERVICES

No matter how simple or complex your business needs are, we can tailor the perfect payroll solution for you. You no longer have to worry about compliance issues because we will handle your quarterly payroll tax filing and delivery of your W-2s and 1099s.

We also offer additional options to provide a customized payroll solution for your business, including:

- **DIRECT DEPOSIT**—Simplify payroll for many employees.
- **PAYCARDS**—Serve employees who don't have checking accounts.
- **WORKERS' COMPENSATION INSURANCE**—Pay-as-you-go option, if applicable, to help improve cashflow.

## WE MAKE IT EASY FOR YOU

Our clients depend on us for many services that make their businesses run efficiently. Using the most advanced solutions, we can help you with all of your payroll needs by providing you with comprehensive options that are easy, convenient, accurate, timely, and secure. Choose from dozens of options, including:

- **ONLINE PAYROLL DATA ENTRY**—Enter payroll data quickly and easily—anytime, anywhere.
- **ONLINE ACCESS TO KEY DOCUMENTS FOR EMPLOYEES**—Give employees direct online access to pay stubs, W-2s, and W-4 information—24/7.
- **PRINTING OF PAYCHECKS**—Print payroll checks from your own printer. You save time and delivery costs.

## OUR PAYROLL SERVICES SAVE YOU TIME AND EFFORT

In no time at all, you'll discover how easy and convenient it is to use our payroll services. You'll eliminate the hassle of payroll, which will allow you to focus on managing and growing your business. Your employees will experience the convenience of self-service tools, including online data entry and direct access to paystubs, W-2s, and W-4s.

## PERSONALIZED PAYROLL SERVICES

If you ever need a question answered, or a problem solved, you can count on receiving a quick response from our payroll account specialists who will handle all of your payroll needs. Our payroll account specialists are here to give you the personalized, individual attention you deserve.

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