

Payroll Maintenance Packages



Assisted Payroll Services

**Advantage,
Premier partners,
Simple system**

We understand that payroll is mission critical.

Let us remove the guesswork, the headaches, the worries and outdated middle office processes.

Focus on what's crucial to you, the people.



Basic Self Service Package

For the do-it-yourselfer, we have all of the tools you'll need to process tax filings and reporting to federal, state and local entities. You run them and upload them yourself. Includes:

- Federal 941 filing
- Federal 940 filing
- State filings
- Local filings
- W2 Mag media file
- SUI Mag media file
- State W2 reconciliation
- Local W2
- School District Files
- Print yourself W2s

Quarterly Package

We will do all of the basic package duties except for W2 printing (we can do that too if you want!) plus process all of those pesky state and local payments. Includes:

- **Basic Package features**
- FUTA Deposits
- State Unemployment Filings
- State Filings & SUI Deposits
- Local Filings including:
 - PA- Berkheimer, Keystone
 - OH- School, LST, EMS, OPT
- Reporting: Reconciliation and Quarter End Overview

Weekly Package

We will do all of the basic AND quarterly package duties except W2 printing (we can do that too if you want!), plus we'll take the weekly burden off your plate. Includes:

- **Basic Package & Quarterly package features**
- Tax Deposits (Federal, State)
- ACH processing
- Garnishment payments
- ESC Import/Export
- Benefit payments
- SUI & State Monthly Reporting
- Payroll Reconciliation (Data integrity check, check & bank verifications)
- Transaction Type & State: Set-up and Configuration