

# Full-Service Payroll

## FACT SHEET

## Let us handle your payroll, while you run your business.

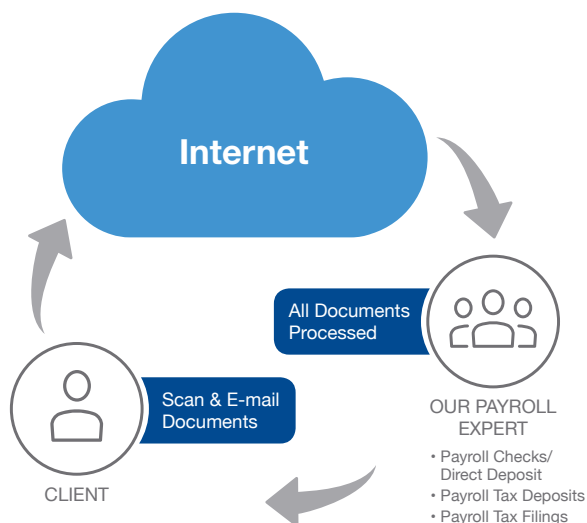
### Hassle-free Payroll... That's Our Promise to You

Our Full-Service Payroll option allows us to become your strategic payroll partner. Designed for small businesses, our experts take care of all your payroll needs—including check processing, direct deposit, year-end W-2 processing, and more. You also don't have to worry about keeping up with complex payroll rules...our experts take care of everything for you.

Client support is also at the core of our payroll offering. Your payroll account will be handled by a dedicated team of knowledgeable payroll professionals who can answer your questions and ensure your needs are met. It really is hassle-free payroll!

### Payroll Made Easy

It's so simple that you'll wonder why you didn't outsource your payroll sooner. You email documents or enter payroll data online, and we process your payroll completely.



### The Value of Full-Service Payroll

**Offers the comfort** of having your trusted, experienced advisor take care of all your payroll needs.

**Provides personal, one-on-one service**—you will always be able to talk to a dedicated payroll professional.

**Supports flexible processing**—you select the schedule that works for you (weekly, bi-weekly, bi-monthly, or monthly).

**Offers the conveniences** of an online, paperless process—you can submit your payroll data and receive documents online.

**Ensures compliance**—rest assured that you are in full compliance with all regulatory requirements.

**Supports tax filing**—we handle your tax filing automatically.

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YOUR EXPERT ACCOUNTING CONNECTION

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**Ensures compliance**—rest assured that you are in full compliance with all regulatory requirements.

**Supports tax filing**—we handle your tax filing automatically.

**Ensures security of data**—processing documents within our online platform is more secure than sending documents via email.

**Supports employee access**—employees can access their payroll data through a secure web portal.

Our main goal is to make our clients working lives a little easier. By handling time-consuming tasks like payroll, **clients have more time to work on their business...not in it.**

## Contact Us Today

For more information on Full-Service Payroll or any of our services, please contact our firm. We are happy to discuss how we can help you meet your goals.

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