



TRANSNATIONAL™
PAYMENTS • TECHNOLOGY • TRUST



Easy and Affordable Full Service Payroll

Payroll starting at:

\$30*
PER MONTH

+\$4.00 per employee.

*Good news: This base price includes 1 employee!

START TODAY

RUN PAYROLL ONLINE IN 3 EASY STEPS

1

Enter work
hours and wages

2

Approve
the payroll

3

Your employees
are paid

You just enter your employees' work hours —
we'll handle all aspects of your federal, state and local payroll taxes.



FULL SERVICE PAYROLL

- ✓ **Unlimited Payrolls**
Run payroll online anywhere, anytime, with any frequency — weekly, monthly, whatever works for you.
- ✓ **Free Direct Deposit**
Pay your employees through direct deposit, paychecks (printed or handwritten) or cash with our small business payroll.
- ✓ **Free Setup & Expert Support**
Don't have time to switch payroll providers? No worries, we'll set up your entire account for free!
- ✓ **Accurate & Secure Tax Filing**
We'll file and deposit all federal, state and local taxes (includes W-2s and W-3s). You get guaranteed accuracy and security.
- ✓ **User-Friendly Software & No Lengthy Contract**
Access payroll anywhere you have wi-fi and rest assured knowing your business' financial data is securely stored in the cloud.
- ✓ **Free Employee Portal**
Your employees have secure access to their pay stubs, pay history and payroll information with our payroll solutions.



ADDITIONAL SERVICES

- ✓ **Time and Attendance Software Add-on**
Our online system allows employees to enter their work hours via time punch or manual entry, then send completed time cards to their employer for review.

On payday, employers can view and approve their employees' time cards, then send them to payroll with the click of a button.
- ✓ **Human Resources Software Add-on**
Your handbooks, files and forms are online, secure and accessible. Upload your important company documents one time and then your employees can access them anytime.

Our Human Resources Software automatically keeps a history of all of your emergency contacts, notes, job title changes, dates and more for you!

*Note: Your state unemployment agency may send your SUTA rate determination in a separate letter. This rate is based on your industry and your company's individual claim history for unemployment.

**Tip: You can find all of this on the [W-4](#) form filled out by your employees.



WHAT YOU'LL NEED FOR ENROLLMENT

- ✓ Your company legal name, DBA (if applicable) and company address
- ✓ All of your tax ID numbers, including: your federal employer identification number (EIN), your state tax withholding ID number and your local tax ID numbers (if applicable)
- ✓ Your state unemployment (SUTA) account number and SUTA rate for your company*
- ✓ All employee information**, including: names, addresses, Social Security numbers, tax filing status and details on current deductions & contributions
- ✓ The pay rate and pay frequency (weekly, biweekly, etc.) for all employees
- ✓ All payroll registers for the current year, by pay date
- ✓ All employer taxes for the current year, by pay date
- ✓ Copies of all tax filings for current year (i.e. 941, state & local tax returns, SUTA)

WITH FULL SERVICE PAYROLL, YOU'LL BE AS EXCITED ABOUT PAYDAY AS YOUR EMPLOYEES.