



PREMIER PAYSM

Our most popular solution to payroll processing and payroll tax return preparation.

Through the use of Premier PaySM your organization will be able to meet all its payroll needs and obligations without the high cost of a payroll staff.

Is PREMIER PAYSM right for you?

Do you...

- ✓ want the added service of having your taxes submitted for you?
- ✓ feel pressured to meet tax and reporting deadlines?
- ✓ worry about penalties for late tax payments?
- ✓ like having a choice of reporting and payroll delivery options?

We also offer STANDARD PAYSM and WEB PAYSM for employers with additional needs.

Contact us today to learn more about each program and to schedule a free consultation.



PAYROLL PROCESSING:

- Your payroll can be prepared weekly, bi-weekly, semi-monthly or monthly.
- We print your payroll checks with earnings statements for each employee.
- Payroll taxes are deducted from your account and transmitted to the appropriate taxing agencies.
- Your records are retained off-site and can be accessed indefinitely.

PAYROLL TAX RETURN PREPARATION:

- We prepare and pay monthly, quarterly, semiannual and annual tax returns for federal, state and local entities.
- We prepare, file and pay your Bureau of Workers' Compensation returns.
- We prepare W-3s and W-2s so they are ready for you to mail to your employees and the Social Security Administration.
- We prepare your state and local reconciliations and forward them to the proper tax agencies.

PAYROLL COMPLIANCE:

- You will receive detailed, easy-to-read reports customized for your business needs.
- Your payroll records are retained electronically at our secure off-site location.
- You will receive a personal payroll processor and phone support for employment related questions.
- Our knowledgeable staff keeps you up-to-date on payroll law, trends and industry developments.

SUGGESTED EXTRAS:

Enhance your payroll with Select-A-PaySM services.

Direct Deposit
Retirement plan processing
1099 Processing
Garnishment reports



CERTIFIED PAYROLL SERVICES, INC.

Your Payroll... Our World.

www.CertifiedPayroll.com

payroll@certifiedpayroll.com | Toll-free: 888.440.4450

