

Compare our prices, we're sure you  
will be pleasantly surprised.

Fast, friendly service at a price that  
consistently beats our competitors!

“For over 35 years, we have taken  
great pride in offering our clients  
payroll services tailored to meet  
their individual needs...”

NO CONTRACTS TO SIGN

NO SET-UP FEES

YOU CHOOSE HOW WE RECEIVE YOUR  
PAYROLL INFORMATION

VARIETY OF PAYROLL DELIVERY  
OPTIONS

CHOICE OF TAX PAYMENT METHODS

CUSTOMIZED PAYROLL REPORTS

FREE ELECTRONIC W-2 FILING

NO ADDITIONAL CHARGE FOR W-2(S)

*We've built our business upon the  
simple principle of quality service  
to our customers.*

*Our commitment to customer service  
remains as focused today as it was  
over 35 years ago*

**P**ayroll Processing, LLC  
4804 Transit Road  
Depew, NY 14043

*Are you still processing your own  
payroll and associated tax filings?*

*Are you in compliance with the  
current payroll tax regulations and  
reporting requirements?*

*Did you ever forget to make the  
payroll tax deposit or file a late return  
and end up paying a penalty?*

*Contact us today ...  
We're confident you'll like the service  
and we're sure you'll like the price!*



*A company providing complete  
payroll processing services that are  
designed according to your needs.*

Managing payroll is a complex process  
that consumes time, money and energy.

At Payroll Processing we offer you  
solutions that will result in greater control  
over your valuable resources.

With our customized payroll service,  
some of the benefits you'll enjoy include:

- ⇒ Payroll Tax Compliance
- ⇒ Consolidated Employee Data
- ⇒ Accurate Payroll Reports
- ⇒ No Hidden Service Costs

***All at a cost you can't afford to ignore!***

4804 Transit Road  
Depew, NY 14043

Phone ..... 716.668.5200  
Fax ..... 716.668.5298  
Toll Free ..... 888.994.4804  
E-Mail ..... **payroll@payproc.net**

*Call us for more information or visit  
[www.payproc.net](http://www.payproc.net)*

# CUSTOMER SERVICE

## Tax Payments and Returns

Every time a tax payment or tax return is due, we prepare all of the returns, we notify you of the amount due, the due date, where to make the payment and where to send the return.

*Mandatory Insurance*

*Workers' Comp...pay as you go*

*NYS Disability Insurance*

*You decide...*

- Make the payment yourself
- We'll make the payment and file the returns for you through Tax File 'n Pay

## Receiving Your Payroll Data

*You're in control...*

- You can call us
- Fax us your data
- Forward via e-mail
- Export from your electronic time clock

## Dispatching Your Completed Payroll

*It's completely up to you...*

- We can deliver to your door
- Send via US Mail
- Forward via UPS
- You can pick it up at our office

## TAX FILE 'N PAY

*a natural extension of payroll processing!*

With this program we will:

- 1 Deposit all of your payroll taxes,
- 2 File all of your payroll returns,
- 3 Assume responsibility for accuracy and timeliness.

Every week, your bank account will be debited for FICA, Medicare, FUTA, SUTA and federal and state withholdings. Payroll Processing will assure all payroll tax payments are made to the proper filing authorities.

The IRS requires semi-weekly tax filers to pay their taxes electronically. Payroll Processing is pleased to include electronic tax filing as part of the "Tax File 'n Pay" Program at no additional charge to program members.

*An additional fee of \$10.00 per payroll applies For member of the Tax File 'n Pay Program.*

—Q&A—Q&A—Q&A—

- Q** Will we have to change our week ending date or payday?  
**A** *NO—we adapt to your needs*
- Q** How long does it take to receive our payroll?  
**A** *In most cases you receive your checks within 24 hours of the time we receive your information.*
- Q** If our payroll changes from week to week, how does this affect our rate?  
**A** *You are billed only for the number of payroll checks issued for that pay period, no matter how much it may change.*
- Q** Do we have to wait until the end of a quarter or the end of the year to start with Payroll Processing, LLC?  
**A** *NO—you can start at any time of the year. A representative of Payroll Processing, LLC will even compile your year-to-date payroll figures so everything is current and your W-2(s) can be processed.*

## PRICING

Our Standard Pricing Includes...

Payroll Checks ▪ Reports ▪ Schedule B  
 940 ▪ 941 ▪ 943 ▪ 944 ▪ NYS45 ▪ W-2 & W-3

*Next Day Service Available!*

<i>Number of Checks Issued</i>	<i>Total Cost Per Pay Period</i>	<i>Number of Checks Issued</i>	<i>Total Cost Per Pay Period</i>
1-2	17.27	23	40.74
3-4	18.32	24	41.74
5	19.11	25	42.74
6	21.42	26	43.73
7	22.68	27	44.73
8	24.26	28	45.73
9	25.52	29	46.73
10	26.72	30	47.72
11	28.04	31	48.72
12	29.35	32	49.72
13	30.61	33	50.72
14	31.87	34	51.71
15	32.81	35	52.71
16	33.81	36	53.71
17	34.81	37	54.71
18	35.81	38	55.70
19	36.75	39	56.70
20	37.75	40	57.70
21	38.75	41+	<i>Please Call</i>
22	39.74		<i>us for Pricing</i>

*You have our guarantee!*

*No hidden costs... No set up fees...  
 No contracts to sign... No checks to buy...*

Created by...  
 DESIGN SIMPLICITY  
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Business Documents  
 Brochures  
 Presentations  
 Sale Materials