



SELL CARS, PARTS AND SERVICE PROFITABLY.™

ADP's Payroll Service

CHOOSE YOUR PAYROLL SOLUTION FROM THE LEADER IN PAYROLL ADMINISTRATION – ADP

Payroll management is a complex function that requires comprehensive, flexible solutions that fit the way you do business. Choosing a payroll system from ADP – the leader in payroll administration – will help increase accuracy, elevate efficiencies and allow you to focus on the core initiatives of your business.

DEALERSHIP AREA:
Services

ISSUES:

- Automating Payroll Processing

ADP Payroll conducts all payroll processing-quickly and conveniently-for any size dealership. The system speeds up and simplifies the entire payroll operation. Dealerships have electronic access to accurate employee payroll processing and efficient payroll reporting. Management gains more control than possible with a manual payroll system. It not only provides payroll checks, but tracks required information needed for filing earnings and tax reports. ADP Payroll is a valuable tool for handling payroll paperwork in minimum time, with maximum efficiency.

ADP Payroll is a feature rich offering that includes the functions you need to effectively manage your dealership payroll including:

- **Automatic Posting** – Allows regular salaries and hours for both salaried and hourly employees to be posted automatically each pay period according to the standards set up by the dealership
- **Payroll Exceptions** – Handles exceptions to normal pay schedules for employees easily with the system's posting form.
- **Tax Processing** – Figures tax deductions automatically including federal, state, local, FICA, SUI and FUTA.
- **Deductions** – Takes deductions automatically as a fixed dollar amount or as a percentage of earnings.
- **Miscellaneous Earnings & Deductions** (a total of 80) – Dealerships can set up specific earnings and deductions (for individual employees or for the entire dealership)
- **Employee detail display (DEI)** – Consolidated, single screen view of key employee information.
- **Employee Data Information** – Over 700 available fields for each employee.

Consider these benefits with ADP's Payroll solution:

- Improves accuracy posting and figuring payroll with few required entries.
- Saves money by significantly reducing the time to collate, organize and post payroll.
- Prevents duplication of efforts; allows only one person at a time to access an employee fees.
- Reduces calculation errors.
- Provides ability to comply with government regulations quickly and easily.



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Payroll Service *cont'd*

ADP'S COMPLETE TAX AND FINANCIAL SOLUTIONS

In addition to these powerful new enhancements, our core payroll application now also contains the necessary infrastructure to allow you to sign up for two new optional ADP service offerings: Electronic Payroll Tax Service and Direct Deposit Service.

- **Electronic Payroll Tax Service** – Automates the process of federal, state, and local tax filing & reporting which reduces the risk of noncompliance with federal, state, and local tax laws, eliminates financial penalties resulting from late filing, enables better tracking by jurisdiction, office location, or both.
- **Direct Deposit Service** – Direct Deposit eliminates the expenses and steps of processing paper checks by electronically depositing employees' pay right into their bank accounts eliminating the chance for lost or stolen paychecks and providing Earnings Statements detailing employee pay data.

To find out more about
ADP's Payroll Service,
please contact us at
1-866-510-5073
or visit us at
www.DealerSuite.com.