



Payroll Only Pricing Guide

BASIC SERVICES				
Pay Cycle Charges	\$30.00 Weekly	\$40.00 Biweekly	\$45.00 Semi-Monthly	\$70.00 Monthly
Transaction Charges	1 – 49 Employees = \$3.75 each 50 – 99 Employees = \$3.00 each 100+ Employees = \$2.25 each			
W2 Processing	\$35.00 + \$4.00 per Employee Annually			
Basic Retirement Plan	Included			
New Hire Reporting	Included			

SETUP & TRAINING	
Client Setup	\$250.00 Setup Fee

ADDITIONAL SERVICES				
Certified Payroll Reports	\$10.00 Weekly	\$15.00 Biweekly	\$15.00 Semi-Monthly	\$25.00 Monthly
Multiple State	\$4.50 per additional state per payroll Weekly	\$8.50 per additional state per payroll Biweekly	\$9.00 per additional state per payroll Semi-Monthly	\$18.00 per additional state per payroll Monthly
Multiple Work Sites	\$30.00			
Delivery	\$30.00 Next Day Mail			
Workers' Comp Reporting	\$5.00 per Monthly	\$15.00 per Quarterly	\$25.00 per Annually	
Payroll Reports	Basic – <i>Coming Soon</i>		Custom – <i>Coming Soon</i>	
Unscheduled Payroll	\$10.00 per Unscheduled Payroll			