



We serve you

Payroll Processing Program

PAYCHEX

Every business needs to handle payroll and payroll taxes – you can't avoid it. Paychex® knows restaurant payroll and delivers a variety of human resource services. With over 30 years' experience serving the food and beverage and hospitality industry, Paychex® is prepared to satisfy your appetite for accuracy, efficiency, and cost effective solutions.

Paychex® can help you reduce payroll hassles, minimize the risk of compliance penalties, and decrease costs for your businesses.

This great program provides you with an easy and affordable way to eliminate payroll concerns for your business. Here is what you receive every payroll period:

- Payroll Reports: Complete documentation of your payroll, including deductions and adjustments such as cash tips, charged tips, and meals.
- Shortfall Information: You will get notified when your employee wages do not cover taxes or adjustments.
- Form 4070 Tip Sign Off Sheet: You will know the exact amount of tips reported by your employees.
- FICA Tip Credit Calculations: This option lets you get the maximum business tax credits allowed.

- Tip Allocation Reports: Paychex® makes sure you have all of your recordkeeping requirements.

Paychex® offers additional services to help you focus on your business:

- With Taxpay® you no longer worry about missed tax deadlines or penalties.
- Our Flexible Pay Package lets you enjoy the benefits of single debit payroll, while offering many payroll delivery options like signed checks, Direct Deposit, and Paychex Access Visa® payroll card for your convenience.
- New Hire Reporting feature automatically assists you in complying with federal and state new hire reporting requirements.
- Paychex Time in a Box® offers you advanced time-clock systems.

Paychex® delivers a complete menu of payroll and human resource services. Members of the New York State Restaurant Association are entitled to special discounts. To begin saving, please call 1-800-322-7292 and mention promotional code 5613 or contact Paychex® online.