

WE KNOW PAYROLL
paytech.com

Imagine a Year-End where you're not stressed, you're not overworked and you actually get to enjoy the holidays. Let us help you prepare and identify the missing processes and reports needed for Year-End...before Year-End. There are many things we can do to set you up for a successful and pain free Year-End.



ARE YOU READY *for Year-End?*

- ✓ Do you know what to audit or how?
- ✓ Have the time or resources?
- ✓ Have you implemented a new system?
- ✓ Confident in all upcoming compliance issues?
- ✓ Recent Merger & Acquisition?
- ✓ Are you being audited?

HOW WE PLAN, PREPARE & EXECUTE

- ✓ Utilize best practices to build/calculate/reconcile tax, T4's & RL-1's
- ✓ Identify the missing or broken processes that require last minute effort
- ✓ Create a Year-End project plan and checklist
- ✓ Facilitate internal communication needed for T4 & RL-1 processing
- ✓ Develop plan for ongoing Year-End success



YOUR RESULTS

- ✓ Get T4's, RL-1's and tax reporting out the door ON TIME
- ✓ Optimal system utilization to streamline and automate Year-End
- ✓ Trained and confident staff
- ✓ Elimination of costly T4 & RL-1 errors
- ✓ Peace of mind that Year-End is accurate & compliant
- ✓ Enjoy the holidays, and spend time with your family

"PayTech understands the needs and requirements, has a no nonsense approach, and gets the job done."