

## **TIP OF THE MONTH – SAVE TIME AND MONEY WITH OUR COMPLETE PAYROLL SERVICE**

In today's competitive business world, it is important to make the most effective use of time. Outsourcing routine tasks, such as payroll, means you have more time to focus on your business.

If you're doing your payroll in-house, it can be both time-consuming and complicated and keeping up with legislation and tax changes can be an added headache. Now that we are in month one of RTI with all the new complications you may wish to dispense with the headaches.

We have a dedicated payroll department, headed up by a very experienced manager and with well trained staff using the very latest computer software.

Specifically we can:

- Prepare your weekly, 2 weekly, 4 weekly and monthly payrolls, plus all the online submissions required
- Help with contracts of employment
- Complete P11Ds, P60s and the end of year online submission
- Ensure that you meet the key dates and deadlines for PAYE and National Insurance
- With all the correct information, help you to avoid the new fines being brought in under RTI
- Do all this at a competitive price

**PS. Payroll is a hassle and best outsourced to a specialist firm, pass it on!**