

Ceridian

SME Managed Payroll Service

Taking away the stress of payroll

At Ceridian, we want to make your life as easy as possible by making payroll as simple as possible.

Our SME Managed Payroll service helps you do just that. You don't have to know anything about payroll to use the service, we'll do it all for you. It's the expert service you don't have to be an expert to use.

Paying people is what we do best. Let us help you concentrate on what you do best – your business.

HOW DOES IT WORK?

The SME managed payroll service is tailored to the specific needs of the smaller business. We'll take over the day-to-day running of the PAYE scheme. And we're always just a phone call away, should you need to check anything or want advice on any aspect of your payroll.

Our service couldn't be simpler to use - you don't even need a PC or software. Just send us your employee information and we'll run your payroll. We'll pay your people directly into their bank accounts through BACS and make your payments to HMRC (Her Majesty's Revenue & Customs).

Send your information in any format, whichever way suits you - by fax, post, email or via the web. The documents are easy to understand and simple to complete – there's no payroll jargon you have to look up just to fill them in. We'll then send your payslips, P45s, P60s and any other confidential forms securely to whichever address you choose.

You'll receive clear, concise management reports - so you always know what's happening with your payroll. What's more, we'll make sure you are always up to date with the latest legislation – so you don't have to worry about being hit with any costly fines. One less thing to worry about!



Online filing with Ceridian

Her Majesty's Revenue and Customs (formerly the Inland Revenue) require all employers to file their tax year-end returns electronically. If you have less than 50 employees you don't have to do this until 2009, but there are incentives available if you start before then. Ceridian already file our customers' P14 returns electronically as part of the service, so sign up now and you could receive up to £325 from HMRC.

Key Features

- Access to payroll expertise from highly qualified staff
- Electronic payments to HMRC and employees on your behalf
- Ability to share payroll information electronically if you wish (optional)
- Budgetable costs known in advance

Key Benefits

- Simple and easy to use, you don't need to know anything about payroll
- Frees you up to concentrate on running your business
- Compliance with ever changing payroll legislation
- Increased cost efficiency
- Fully scalable service that will support your business both now and in the future

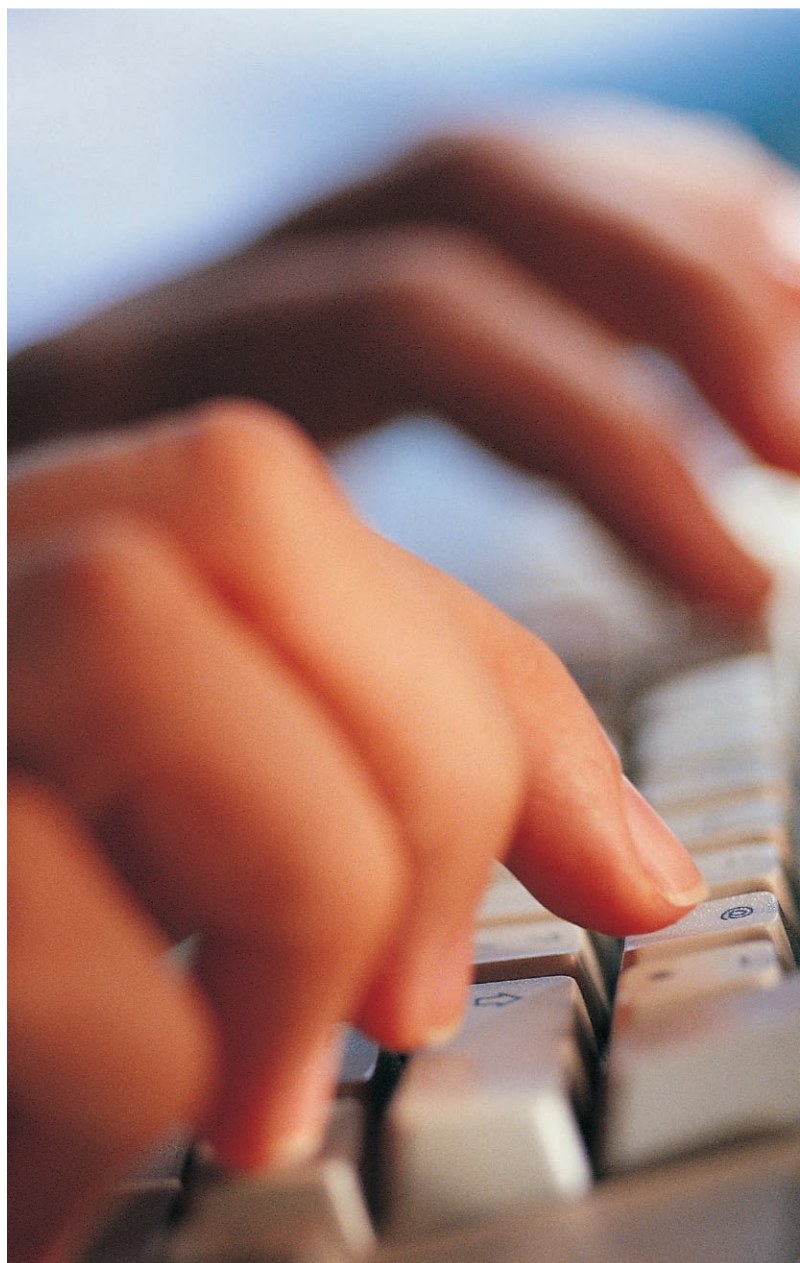
Why choose Ceridian?

- Over 40 years payroll experience
- Largest managed payroll provider in the UK
- In the UK, Ceridian serves 1 in 8 corporate employees and over 3,500 SME's
- Globally, Ceridian serves more than 110,000 businesses and their 25 million employees across 40 countries

With Ceridian you know your people will be paid on time and you'll be up to date with all the latest legislation. It's the simple, economical and reliable service that provides complete peace of mind for you and your employees.

"When the payroll first went live it was the first time everyone had been paid correctly in 2 years"

Derrick Brown, Ashmole school



Call us today to find out more on **0800 733 337** or email info@ceridian.com



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