

# Payroll Service Comparison Chart

|  | Robert R Naugler, CPA<br>Online Payroll   | Payroll Software   | Traditional Payroll Service  |
|--|---|--|--|
| <b>Access</b>                              | You can run payroll from any computer with Internet access (OR we can do everything for you, once you send us hours). | You must use the computer where your accounting/payroll software is installed.                 | You must make yourself available to submit hours by phone or online.   |
| <b>Setup</b>                               | We do the set up for you, there's nothing to install on your end.   | Software and tax table updates required. No help with new hire reporting, W-4s, I-9s.          | Paper intensive manual process.  |
| <b>Email Reminders</b>                     | Timely email reminders remind you of all important deadlines.   | Online reminders exist, but they are not automated.  | No reminders available.  |
| <b>Paycheck calculations</b>               | Instant and guaranteed accurate.  | Instant and guaranteed accurate (but requires ongoing tax table updates).                      | Paycheck calculations are delayed from the time you report hours.  |
| <b>Direct Deposit</b>                      | Free  | Extra charges apply.   | Extra charges apply.   |
| <b>Paychecks</b>                           | Print instantly on blank or pre-printed check stock – either at our office or yours.                                  | No blank check printing option.  | Delivered to your office for an extra fee.   |
| <b>Tax Impounding</b>                      | No tax impounding- funds stay in your bank account until the payment is due.  | Depends on service selected.   | Taxes are withdrawn on each payday, typically several weeks before they are due.   |
| <b>Electronic tax payments and filings</b> | Electronic 940s, 941s, 944s, W-2s, and e-file for most states (or we provide signature-ready forms).                  | Depends on service selected. Electronic functionality available for 941s, and very few states. | The service takes care of taxes for you, for an extra fee.   |
| <b>Customer Support</b>                    | As your trusted advisor, we're here to help you whenever you have a question.   | Extra charges apply.   | Included   |
| <b>Export</b>                              | Easy data download to QuickBooks®, QuickBooks Online, QuickBooks® for Mac, Microsoft Money®, Peachtree® and Quicken®. | Works only with the accounting software you use.   | Downloads data to accounting software, but as journal lump-sum. There are no split level details available.                          |
| <b>Price</b>                               |   | Pricing can vary greatly by service selected. Additional fees for direct deposit.              | Pricing varies by no. of employees and payroll runs. Additional fees for direct deposit, quarterly filings, delivery fees, W-2s etc. |

For more information on our payroll offering, please contact us at **208-322-0635**.