

# Sage HRMS

## Sage HRMS Payroll

Sage HRMS Payroll is for U.S. and Canadian organizations seeking an integrated HR/payroll system. As part of an overall Sage HRMS solution, Sage HRMS Payroll provides a comprehensive and flexible solution that includes the payroll functionality needed by mid-sized organizations to process their payroll accurately and quickly every time. Sage HRMS Payroll supports the needs of most industries, including manufacturing, services, retail, wholesale, financial, transportation, high-tech, government, education, construction, and agriculture.

Sage HRMS Payroll is very flexible, supporting a range of tax management capabilities, variable pay plans, including sales commission and piece-rate plans, and a variety of pay frequencies to meet the needs of organizations such as governments and schools.

An industry-leading, customizable HRMS solution, Sage HRMS Payroll helps companies maximize their Return On Employee Investment (ROEI)<sup>™</sup> as well as optimize their HR and payroll business processes. With Sage HRMS Payroll, you can successfully meet and respond to the HR and payroll management challenges you face every day. In addition to automating and streamlining your day-to-day HR and payroll business processes, Sage HRMS Payroll provides you with the tools and critical analytical workforce information your organization needs to drive business objectives, so you can focus on the business asset that is most vital to your company—your employees.

From developing innovative products to providing award-winning customer support, Sage is dedicated to surpassing your expectations. Our software is supported by a nationwide network of Certified Business Partners, who are your resource for implementation, training, service, and support. For more information about Sage HRMS Payroll, please contact your local business partner, or call us toll free at **800-424-9392**. You may also visit our website at: **[www.SageHRMS.com](http://www.SageHRMS.com)**.

### BENEFITS

- **Flexible Payroll Processing**

Simplify your organization's payroll processing with selection lists and anytime check processing.

- **U.S. and Canadian Tax Management and Compliance**

Receive automatic quarterly updates of tax tables. In addition, meet all state and federal (and Canadian) reporting and payment requirements right from your Sage HRMS Payroll software with Sage Payroll Tax Forms and eFiling by Aatrix®.

- **Flexible Accrual and Overtime Schedules**

Easily create as many schedules as needed to manage employee paid time off and overtime payments.

- **Comprehensive Reporting**

Meet government and management reporting requirements with SAP Crystal Reports® for Sage HRMS, eFiling capabilities, and built-in standard reports.

- **Earning and Deductions**

Set up unlimited earnings and deduction codes with a wide variety of calculation methods.



## FEATURES

<b>Flexible Payroll Processing</b>	Sage HRMS Payroll uses a simplified yet flexible payroll process. Run an unlimited number of payrolls. Create selection lists of employees for whom you can calculate payroll and perform other processing functions.
<b>U.S. and Canadian Tax Management and Reporting</b>	<p>Sage HRMS Payroll offers highly robust tax management features, including automatic quarterly updates of tax tables and supports federal and state tax jurisdictions, federal and state income, unemployment, disability taxes, workers compensation, and more.</p> <p>In addition, with Sage Payroll Tax Forms and eFiling by Aatrix, you can meet all state and federal (and Canadian) reporting and payment requirements right from your Sage HRMS Payroll software. Sage Payroll Tax Forms and eFiling by Aatrix is easy to use and saves you time by eliminating the need to create reports manually. Reports are automatically completed, reviewed, and edited on screen, then eFiled in minutes for processing. This service ensures 100% compliance by providing a guaranteed delivery method and eliminates many filing expenses associated with printing and mailing activities. You can rest assured knowing your files are protected using multiple levels of security.</p>
<b>Comprehensive Reporting and Compliance</b>	Produce comprehensive processing reports, including pre- and post-check registers and analysis of earnings, benefits, deductions, accruals, and taxes for the pay period. Track and report Workers' Compensation, SUTA, and FUTA.
<b>Accruals and Overtime Calculations</b>	Set up single schedules covering vacation or sick time accrual for all employees, regardless of years of service, and a single overtime payment schedule for employees in every pay frequency, or easily create as many schedules as needed.
<b>Check Printing</b>	Preview and print customized checks and direct deposit advices with the ability to print checks and advices as a single batch.
<b>Direct Deposit</b>	Supports unlimited direct deposit accounts for each employee, as well as automatic ACH file creation.
<b>Earnings and Deductions</b>	Easily set up unlimited earnings and deductions codes with support for a wide range of calculation methods and earning types, including base pay earnings, and tax only earnings. You can also define unlimited deductions for each employee or a range of employees, and easily manage them with rules such as withholding frequencies and employer matching. Supports cafeteria plans, 401(k)s, 403(b)s, 408(k)(6)s, 457s, 501(c)(18)(D)s, RRSF, pensions, Canada Savings Bonds, stock options, wage garnishments, IRAs, and more. Globally update particular fields for earnings, deductions, and taxes assigned to employees.
<b>Variable Pay Plans</b>	Automatically calculates variable pay, including sales commissions, draws, and piece-rate production. Sales dollars and production units per employee can be entered directly into payroll using the timecard function.
<b>Pay Frequencies</b>	Supports an extended set of pay frequencies to accommodate the needs of most organizations, including government, education, and more.
<b>Integration with Sage ERP and Accounting Solutions</b>	Sage HRMS Payroll includes integration with Sage ERP and accounting solutions. Import/export tools allow you to easily transfer data between Sage HRMS Payroll and the different business solutions in your company.
<b>Sage Payroll CheckPrint</b>	An add-on custom check stock/print solution, Sage Payroll CheckPrint provides ready-to-print payroll checks, support for self-sealing check stock, and a MICR font for the new SAP Crystal Reports for Sage HRMS-based check stock.
<b>Self Service</b>	Used with Sage HRMS and the optional Sage Employee Self Service (Sage ESS) extended solution, Sage HRMS Payroll offers payroll self service features. Give employees instant access to view payroll information including paycheck details and pay history as well as view and print pay stubs.
<b>Payroll Cards</b>	Eliminate the costs of printing and delivering paper paychecks, or reissuing lost checks with payroll cards. Sage Payroll PayCard is an easy-to-use prepaid Visa® debit card that pays employees electronically and allows them to access their pay at any ATM, or to make purchases anywhere Visa is accepted. Minimum requirements are Direct Deposit payroll with your financial institution and U.S. addresses of employees; cards can also be sent directly to your company for redistribution.
<b>Sage Source</b>	Available at no cost to all our Sage Business Care customers, Sage Source puts electronic paystubs, as well as other services and tools employees value in one place and makes all of them available through a single point of access.