



Your business in mind.

SAGE PRO

Payroll and Direct Deposit

About Sage Software

Sage Software supports the needs, challenges, and dreams of more than 2.6 million small and mid-sized business customers in North America through easy-to-use, scalable, and customizable software and services. Our products support accounting, operations, customer relationship management, human resources, time tracking, merchant services, and the specialized needs of the construction, distribution, healthcare, manufacturing, nonprofit, and real estate industries. Sage Software is a subsidiary of The Sage Group plc, a leading international supplier of accounting and business management software and services. Sage, listed on the London Stock Exchange, now has 5.0 million customers and employs over 10,500 people worldwide.

About Sage Pro ERP

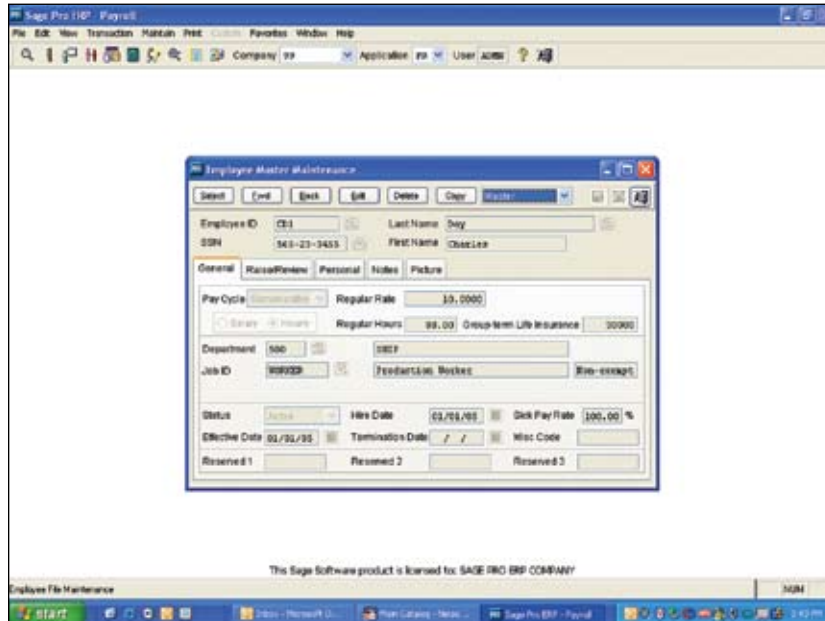
Sage Pro ERP is an award-winning accounting and manufacturing system that can be fully tailored to work the way you do. Proactive, growth-oriented businesses choose Sage Pro for its advanced customization tools, easy access to critical, real-time business information, and full integration with a complete suite of end-to-end business management solutions.

Visit us at www.sageproerp.com or call 800-873-7282 today for more information about Sage Pro ERP.



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Sage Pro Payroll can be used as a standalone solution or integrated with other Sage Pro accounting modules.

Payroll

The Sage Pro Payroll module enables you to calculate and maintain payroll and labor distribution for hourly, salaried, commissioned, and per-unit employees in an easy-to-use graphical interface. Payroll includes tax calculations for all 50 states, the District of Columbia, and Puerto Rico. An impressive array of reports is included to provide payroll-related information on your employees, taxes, workers' compensation, EEO, pay types, 940/941, and much more. Payroll can be used as a standalone solution or integrated with other Sage Pro accounting modules such as General Ledger, Accounts Payable (including Bank Reconciliation feature), Job Cost, and Project Accounting.

Features

Pay Types

- Distributes salaried and hourly amounts to different jobs, departments, General Ledger accounts, or pay types (e.g., sick or vacation pay).
- Supports multiple vacation types.
- Automatically posts sick and vacation expenses and liabilities to General Ledger during payment processing.
- Report vacation, sick, and personal time on check stubs.

Taxes and Deductions

- Calculates user-defined set of taxes for particular pay types, including various expense categories or taxing authorities.
- Allows grouping of taxes into tax territories to handle employees who work in more than one state during a pay period.
- Supports pre-defined tokens, tax formulas, and tables covering federal and all state taxes that are user-modifiable and can be automatically updated with a Sage Pro tax subscription (additional subscription fees apply).
- Enables addition of user-defined taxes, tax formulas, tables, and tokens, which can be merged with Sage Pro tax updates.
- Earned Income Credit is handled as a negative tax for qualified employees and is printed on pay stubs and W-2 forms.
- Provides option to calculate taxes on the fly for verification during posting.
- Allows multiple user-defined deductions assigned to an employee and /or posting.
- Allows virtually unlimited number of taxes to be withheld from an employee's pay.
- Enables employers to match employee deductions such as 401(k) plans based on a percentage.
- Support 401(k) contributions.

Checks

- Provides the ability to void multiple checks at once.
- Offers three check types in both multi-purpose and pre-printed check stock.
- Links with Accounts Payable bank reconciliation.

Employer Reporting

- Report adjustments in current quarter for voided checks created in a previous quarter.
- Reports workers' compensation premiums owed based on rates, wages, and hours.

Key Reports

Some of the reports included are:

- 940 Report
- 941 Exception Report
- 941 Report
- Check Register

- Deduction Listing
- EEO Report
- Employee Accrued Time Report
- Employee Address List
- Employee Deduction Status
- Employee Mailing Labels
- Employee Pay History
- Employee Seniority List
- Employee Status
- Employee Wage and Tax
- Labor Statistics
- Magnetic Media Reports
- Pay Types Listing
- Payroll Deduction Register
- Payroll Journal Report
- Payroll Labor Cost Report
- Payroll Liability Report
- Payroll Register
- Payroll Tax Register
- Posted Earnings Report
- Tax Jurisdictions
- Tax Listing
- Tax Territories
- W-2s (printed and magnetic media)
- Workers' Compensation Report

Direct Deposit Payroll

The Sage Pro Direct Deposit Payroll module integrates with Sage Pro Payroll and adds direct deposit capabilities through support of Automated Clearing House (ACH). The net amount of an employee's paycheck can be set up to deposit into the bank account or accounts specified by the employee. Direct Deposit Payroll provides support for as many as four bank accounts per employee for direct deposits.

Reports

- Direct Deposit Status
- Direct Deposit Register



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