

Unified Services

Your Tax & Payroll Specialists
 PO Box 1400 Surprise, AZ 85378
 (623)-583-0113 Fax (623)-583-4451
 Lennyletcher.com

Our second choice of payroll services offered through Unified Services is Third-Party Payroll; which is a system where your employees continue to be your employees and are not leased to our PEO company Unified Services I, Inc. With Third-Party your company continues to be under your umbrella concerning workmen's compensation and all tax liability; but, we process payroll for your company based on the hours reported to us on a weekly or biweekly basis.

Third-Party Payroll Base Rate includes the services of:

- ❖ Quarterly and Annual Reports along with 941 Deposits.
- ❖ Direct Deposit

| Initial Base Rate Per Employees: | Weekly Payroll | Bi-Weekly Payroll | Monthly Payroll *OWNER ONLY OPTION* |
|----------------------------------|----------------|-------------------|---|
| 0-10 employees: | \$25.30 | \$39.60 | \$60.00 |
| 11-20 employees: | \$35.60 | \$49.60 | |
| 21-30 employees: | \$48.40 | \$59.60 | |
| 31-40 employees: | \$64.30 | \$74.20 | |
| 41-50 employees: | \$78.30 | \$89.60 | |
| Per Check Issued | \$1.00 | \$1.50 | |
| No Payroll Fee | \$25.00 | \$25.00 | \$45.00 |

One-time Fees:

- ❖ Business Account Set Up Fee: \$125.00
- ❖ Additional New employee set-up: \$12 for Weekly/ \$15.00 for Bi-Weekly/ \$17.00 for Monthly/each for new hires
- ❖ Cancellation of Payroll Services TBD based off if year end reporting is still required

Additional charges concerning Third-Party Payroll are the following:

- ❖ Reverse/Corrected Payroll due to client error: \$35.00 Plus any additional Fees
- ❖ Bounced Tax Collection: \$100.00 / Bounced Payroll \$150.00
- ❖ Year End W-2's issued: Base fee is \$25 with \$4.50/each employee W2

If any questions arise then feel free to call us at (623)-583-0113 or send us an email at unifiedservices@azatwork.com.