

## Payroll Made Easy with RUN Powered by ADP®

### Simple, Intuitive, and Secure Payroll Processing with Ongoing Support

- 24/7 payroll support. Receive expert knowledge from a live payroll specialist, anywhere, anytime.
- Get live HR support from one of our HR Business Advisors on issues that matter to your small business\*\*\*
- Integrate with popular accounting softwares and import entries directly into your general ledger
- Feel secure in the cloud by safely accessing your information from desktop and mobile devices



## Why We Recommend ADP

To grow a successful small business, you need to save time on day-to-day tasks and save money while protecting your company from compliance risk. ADP makes it easy to take care of your whole team every step of the way, from onboarding to retirement, from payroll to compliance.

That is why our firm recommends ADP – their Employee Solutions give you a complete set of payroll and HR services, so you can go back to growing the business you've put so much work into building.

For more information contact:

CERTIFIED PUBLIC ACCOUNTANTS  
**SANGHOON LUCAS HUH, CPA**  
CONSULTING, PC

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\*\* ADP's Pay-by-Pay® is a payroll enhancement feature of ADP's payroll processing services. Clients MUST be using ADP's tax filing service to take advantage of Pay-by-Pay. While premium deposits may be eliminated by most carriers, mandatory state assessment fees may be required by some states.

\*\*\*Service available on select payroll bundles.

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**Our Firm**  
**Recommends ADP®**  
*Small Business Services & Solutions:  
Payroll, Tax Benefits and HR*



A more human resource.®

# ADP Solutions Can Help You:

## Gain Better Control of Your Cash



### Get Greater Predictability and Visibility

- Better visibility into your cash with reporting and payroll liability previews
- Improve your cash flow predictability and eliminate the risk of large upfront premium deposits when you use ADP's Pay-by-Pay®
- Premium Payment Program for Workers' Compensation Insurance\*\*

### Make it Easier to Pay Employees

- Securely manage your payroll anywhere, anytime with mobile payroll solutions
- Contact dedicated payroll specialists to help ensure accuracy with every payroll
- Provide flexible payment options to your employees: direct deposit, paper checks or pay card
- Save time with online and mobile employee access to pay data
- Save even more time with automatic recurring payroll with RUN & Done<sup>SM</sup>

## Effectively Manage Your People



### Information Whenever You Need It

- Access live HR support, best practices, and cutting edge technology to efficiently manage your day-to-day responsibilities and get answers to your HR & compliance questions

### Simplify Employee Management

- Choose tools like ADP's mobile application for time and attendance for more effective and efficient day-to-day employee management
- Eliminate paper and get centralized, searchable access to stored employee and company documents
- Fully outsource your payroll, HR, and benefits administration with a Professional Employer Organization (PEO) relationship

### Attract and Retain Quality Employees with Optional Benefits

- Customizable SIMPLE IRA and 401(k) retirement plans that integrate directly into your payroll processing
- Flexible group health insurance options through ADPIA\*

## Reduce Your Compliance Risk



### Stay Informed

- Get alerts, updates and tools to help you with your compliance challenges and help keep you up-to-date with legislative and regulatory changes – such as Tax Reform – that might impact your business

### Better Accuracy and Efficiency

- Automated federal, state and local payroll tax management provides greater accuracy and efficiency no matter where you do business

### Be in Control

- Have a dedicated HR portal that places critical information in your hands, an easy-to-use wizard for creating and updating your employee handbook, background checks, job descriptions and more
- Confidently hire for any industry with ZipRecruiter- post jobs to over 100 sites with a single click and use smart matching technology to identify the most qualified candidates
- Access all the right paperwork you need to onboard and manage new hires