Build a stronger business with better payroll, compliance & HR solutions

ADP's member association and strategic partner program

Your practice isn't just a business. It's personal. Your dreams go into it. Your name goes on it. When it comes to taking care of your people, ADP can help you keep it simple and affordable.

With an intuitive platform that makes paying and managing your people faster, easier (and more satisfying) than ever before.

$128.00 per month

FLAT monthly rate | No contracts | Free year-end W2s

Simple, flexible, affordable, it's all here.

- Online payroll processing and tax compliance
- HR consultants and forms library
- Employee mobile app
- Direct deposit
- New hire reporting
- Employee handbook

International Dale Carnegie Franchise Association
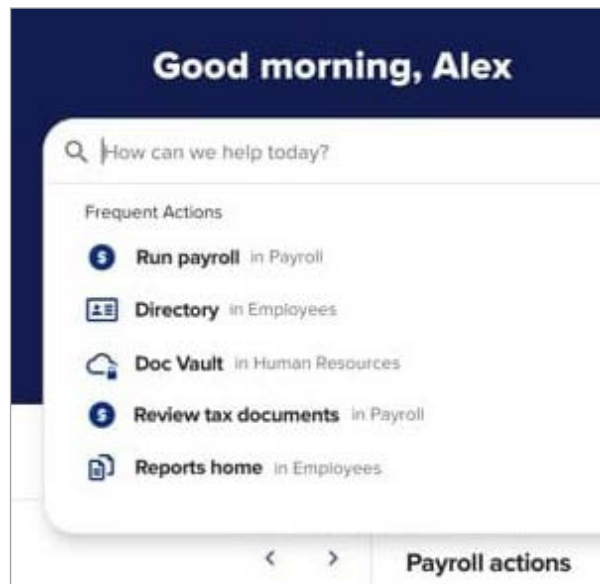
ADP®
Always Designing for People®

Complete Payroll and HR
Pay your people in just minutes, with an intuitive platform.

See how easy small business payroll and HR can be.

If you're like most vet practice owners, payroll and HR issues can really pull your focus from managing your day-to-day operations. And it's no wonder. Complex state and federal employment laws can make finding the answers to your questions — and staying compliant — seem like a full-time job.

ADP can help you easily pay, manage and grow your team with ADP's all-in-one platform for small businesses.

What's included in your bundle

Complete Payroll and HR Resources

- **EMPLOYEE ACCESS**
  Employees can find answers with online access to an up-to-date payroll history, reducing the number of questions you'll receive.

- **GENERAL LEDGER INTERFACE**
  Export journal entries from ADP into QuickBooks®, Xero®, Sage®, Creative Solutions or a generic output file — without rekeying data.

- **PAYROLL PREVIEW**
  Preview payroll results before processing to reduce errors.

- **ELECTRONIC REPORTS**
  View, access, export and print over 15 different reports online.

- **TAX FILING**
  We'll calculate, deposit, file and reconcile your payroll taxes — and respond to inquiries from taxing agencies regarding the returns we file for you.

- **NEW HIRE REPORTING**
  Helps protect your company from penalties due to mistakes or late filings.

- **PAYMENT OPTIONS**
  Choose from three ways to pay your employees:

  - **ADPCheck™**
    The most secure paycheck in the industry signed and sealed with 10 advanced fraud protection features.

  - **Full Service Direct Deposit**
    The quickest way to pay your employees — on payday, pay is automatically deposited in each employee's account.

  - **ALINE Card by ADP®**
    Pay employees electronically on a reloadable Visa prepaid debit card.

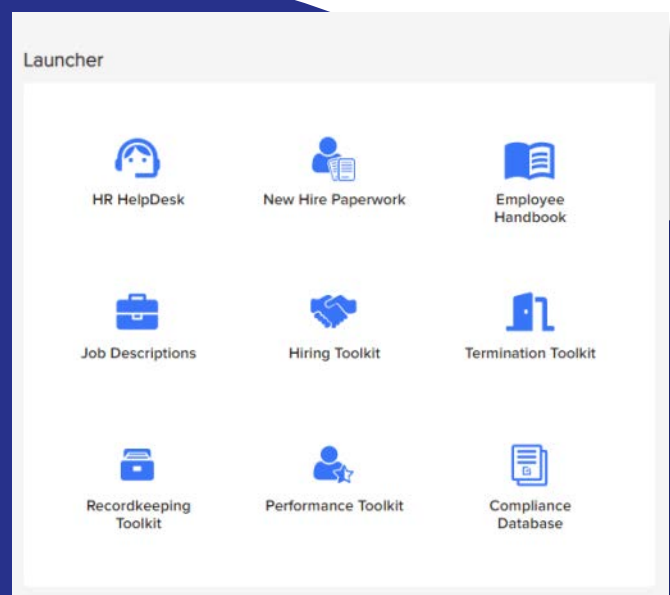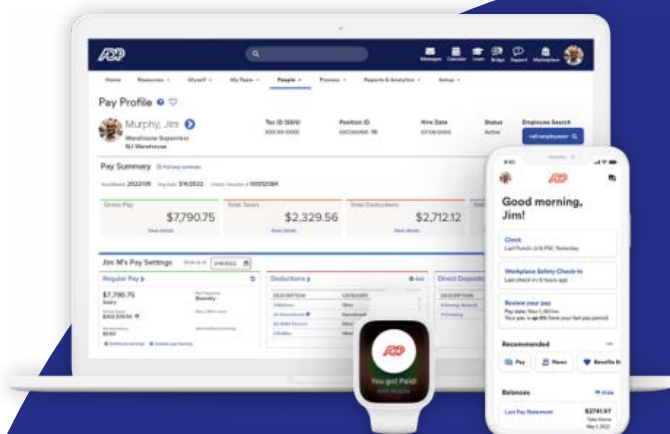- **GARNISHMENT PAYMENT SERVICE**
  A cost-effective, comprehensive solution that helps you manage all aspects of your wage garnishment processing.

- **STATE UNEMPLOYMENT INSURANCE (SUI)**
  Have your State Unemployment Insurance (SUI) automatically deposited and filed on your behalf.

HR Support, Administration and Compliance

- **HR HELPDESK**
  Receive phone and e-mail access to a dedicated support team of HR professionals to help you navigate even your most complicated HR issues.

- **EMPLOYEE HANDBOOK WIZARD**
  Create a comprehensive, professional quality employee handbook based on federal employment law in just 15 minutes.

- **JOB DESCRIPTION WIZARD**
  Create customized job descriptions based on an extensive database.

- **ADVANCED HR TOOLKITS**
  Step-by-step guidance to help you complete and document advanced HR tasks, including everything from OSHA to FLSA.

- **HR FORMS & DOCUMENTS**
  Save time by obtaining your key HR forms from our central library of thousands of best-practice documents, new hire paperwork, checklists, forms and policies.

- **BASIC HR TOOLKITS**
  Properly complete everyday HR tasks such as hiring and termination with step-by-step best-practice guidelines, essential forms and documents and related policies.

- **STATE AND FEDERAL COMPLIANCE DATABASE**
  Get information about ever-changing state and federal employment laws without the legal jargon, with plain English summaries of major regulations to help you stay on top of HR best-practices and compliance requirements.

- **HR COMPLIANCE UPDATES**
  Receive proactive e-mail alerts when laws change that may affect your company's policies, procedures or compliance requirements.

- **QUICK HR ANSWERS**
  Search a comprehensive database of commonly asked HR questions and get on-demand bestpractice answers.

Simplify HR and payroll

With software and services
designed for your practice

HR Information and Education

- **HR FUNDAMENTALS TRAINING**
  Self-paced online learning course covering various HR practices.

- **STATE AND FEDERAL RESOURCES**
  Help meet your core state and federal documentation requirements with convenient access to key government forms and documents.

- **HR CHECKUPS**
  Compare your current HR practices against standard HR bestpractices to see how you measure up.

- **TIP OF THE WEEK**
  Receive practical how-to articles that provide bestpractice information to complete your everyday employee management tasks.

- **QUARTERLY NEWSLETTER**
  Timely, comprehensive articles focused on compliance requirements and getting the most out of your workforce.

- **HR DICTIONARY**
  Hundreds of must-know HR terms, definitions and abbreviations to clarify your HR tasks.

ADP solutions are recommended for your IDCFA membership.

Call me today to learn how you can enhance your employee relations and focus more on achieving your business goals.

Meet your dedicated Account Manager

Emily Millard
Emily.Millard@adp.com | (610) 762-0609