



PAY ROLL

Administering your payroll can be time consuming and burdensome, diverting energy and resources from the core activities of your business. And the task is made all the more difficult by the growing complexity of taxation and employment legislation and the accompanying regime of penalties for non-compliance.

We can relieve you of this burden by providing a comprehensive and confidential payroll service, including:

- Customised payslips
- Administration of PAYE, national insurance, statutory sick pay, statutory maternity pay, etc.
- Completion of statutory forms, including yearend returns, to issue to your employees and submit to HM Revenue & Customs.
- Summaries and analyses of staff costs.
- Administration of incentive schemes, bonuses, and ex-gratia and termination payments.
- Administration of pension schemes.
- Even if you have only a few employees, you will make savings by engaging us to administer your payroll.

To find out more contact us on info@sjoaccountants.co.uk
or 028 9181 3295