



Earth Software Company

www.earthsoftwarecompany.com

Agency Payroll Manager Highlights

Entity and Contact Manager

- Maintain payroll related entities
- Maintain related entity contacts

Payroll setup data

- Maintain pay period data
- Maintain withholding data for federal, state, and payee agencies
- Maintain investment data for employee investments
- Maintain payroll deduction related data
- Maintain Payee information for payroll processing

Employee and Contract Personnel

- Maintain employee information for payroll processing
- Maintain contract personnel information for payroll
- Maintain payroll deductions by employee for employee and employer

Employee Leave Manager

- Maintain leave information by employee
- Maintain multiple leave types
- Automatically increment earned and accumulated leaves

Payroll Withholding Data

- Maintain multiple year withholding deductions for federal income taxes, FICA, and Medicare
- Maintain multiple year withholding deductions for state income taxes
- Maintain multiple year withholding deductions for State and Federal Unemployment
- Maintain multiple year withholding deductions for State Retirement Systems

Payroll Processing

- Create pay period payrolls
- Create regular or supplemental payrolls
- Create pay period and monthly payroll data tables
- Create payroll on a weekly, biweekly, bimonthly, or monthly basis
- Process deductions for federal, state, investment, insurance, and other agencies
- Adjust prior payrolls to match startup payroll records during software implementation

Payroll Accounts Payable Manager

- Create employee, employer, and payee payments for check processing
- Post payroll accounts payable payments and
- Pass payroll accounts payable data to Agency Accounting Manager

Reporting Management

- Create W2 Forms
- Create Pay Stubs
- Create SUTA and Fed 941 Forms
- Create detailed or summary payroll reports

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