



PAYROLL PROFESSIONALS

2011 Payroll Reports, Quarterly Reports and Employee W2's on a CD

Your Company's complete 2011 payroll records are now available – Have your information at your fingertips



Record Retention – Payroll Professionals can put your per pay period reports, W2's, and quarterly tax returns for the 2011 calendar year on a CD.

With this CD, you will be able to:

- Quickly access your data
- Store your data in a concise and convenient manner

The cost for the CD is a \$75.00 base fee, with \$1.00 per employee over 75 employees. The maximum charge is \$250.00.

Please complete the information below and email or fax to your Payroll Specialist if you are interested in this service.

Send us a CD containing our company information for 2011. YES NO

Company (ies) _____

Signed _____

Date _____

The CD will be available in February