



The Right Payroll Solution For Your Business

Most businesses will agree that managing their payroll and understanding the ever-changing legislation that affects this business function is frustrating and time-consuming.

Watson Buckle's payroll team has the answer...

By providing a complete payroll solution for you

The business benefits to you are simple.

- Outsourcing your payroll means you don't pay any in-house costs.
- Our payroll team are experts in their field and understand the commercial and technical requirements of your business.
- Our service is on time and accurate.
- Our service includes all year-end documentation.
- Our team is always resourced so you can be assured of a committed payroll service for your business.

Watson Buckle takes the worry out of handling payroll arrangements by providing your business with an efficient and expert personal service for both small and large companies.

Using Watson Buckle you can be assured of two things - up to date and accurate payroll information that is current and easy to understand. The benefits to all businesses are simple and highly effective:

Accuracy - payroll calculations and information that fully recognise the statutory requirements of your business

Reliability - we are an experienced and well-resourced team

Continuity - consistent and standard payroll methodology.

Our services include:

Data Input

- Setting up, amending and deleting employee details
- Input of timesheet details, bonus calculations and overtime
- Input and recording of SSP, SAP, SPP and SMP payments
- Student loan repayment deductions
- Pension deductions
- Administrating attachment of earnings orders (AEOs)

Processing

- Running of the payroll to calculate gross pay, deductions and net pay

Output

- Production of payslips and standard reports
- Effecting direct salary and wages bank transfers
- Production of P45s
- Bacs approved bureau

Year End

- Production of P14s and P60s
- Production of P35s
- Submitting returns to HM Revenue & Customs (HMRC)

Other

- Production of personalised reports
- Departmental analysis
- Pensions listings
- Production of accounts posting information
- Payments to HMRC
- Dealing with HMRC queries

Complete this form today and we will quote for our service to your business by return

Contact

Company

Address

.....

.....

Postcode

Telephone

Fax

Email

Type of business

Approximate total gross annual payroll

Number of employees (excluding directors)

Number of paid directors

Is payroll to be weekly, monthly or both? Weekly Monthly Both

Are salaries/wages paid by automatic bank transfer? Yes No

Are salaries/wages fixed or variable? Fixed Variable

What is the rate of staff turnover per year?

Is the existing payroll manual or computerised? Manual Computerised

Who looks after the existing payroll?

Are there regular bonus, commission or overtime variable payments? Yes No

Are there regular AEOs? Yes No

Watson Buckle

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