

# 9

## Benefits of Outsourcing Your Payroll

### WHY OUTSOURCE PAYROLL?

Outsourcing payroll gives you the flexibility to manage employee pay anywhere at any time. This approach reduces your compliance risk, saves you time, and promotes a healthier bottom line.

Payroll is a vital function of any business. It's how you reward and retain your employees. But processing payroll can be an overwhelming

and time-consuming task. If errors occur from miscalculations or data entry, this can significantly impact staff morale.

You don't have to shoulder the responsibility of maintaining accurate payroll and tax compliance for your company alone. There are several benefits of outsourcing your payroll to a knowledgeable and reputable provider:

# 1

### INCREASED EFFICIENCY

Outsourcing payroll to a provider allows you to take back valuable time in your workday. This approach will make you more efficient and productive so that massive to-do list suddenly won't seem so challenging to tackle.

Using a payroll provider reduces the time needed to process payroll so you can gain efficiency in other areas of your HR processes. You can potentially reduce your payroll processing time from days to hours.

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## 2

## REDUCED RISK

One of the most significant benefits of outsourcing payroll is reducing the potential for risk through payroll tax compliance. Each year, the IRS assesses millions of dollars in employment tax penalties, so having a provider who acts as your payroll tax compliance partner and expert is essential to mitigate risk.

A reputable provider handles your tax filing and payments for you and stays up-to-date on tax regulation changes. Some providers even offer a tax compliance guarantee, taking responsibility for any penalties incurred depending on the circumstance\*. Having a trusted tax compliance partner allows you to focus on more strategic tasks that will grow your business.

## 3

## COST SAVINGS

Outsourcing your payroll can also significantly reduce your operational expenses by streamlining payroll and HR processes. This approach eliminates printing and shipping costs, and reduces IT expenditures. Many companies realize a return on their investment within months of implementing a new payroll solution.

## 4

## PAYROLL EXPERTISE

Every business has a different payroll process, some more complex than others. Partnering with payroll experts who specialize in handling more complex processes is invaluable. Businesses with multiple locations and entities need access to cross-company data so they can make more informed decisions. This visibility fosters collaboration between departments and locations to ensure everyone is on the same page.

Restaurants, nonprofits, and religious organizations in particular have more specialized payroll processes. It's crucial that variables like varied employee types, shift differentials, and tip-to-min calculations are handled accurately so payroll is error-free. Working with a provider that understands these nuances makes it easier to focus less on worrying about accurate payroll and taxes.

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## 5

## DATA SECURITY

When payroll is processed in-house, the security exposure associated with confidential employee and company data is alarming. Employees can tamper with records, and hackers could breach your system to commit identity theft.

Typically, when you outsource payroll, data is stored on highly secured servers. The software itself employs multi-level security protocols to ensure only authorized users can access sensitive data. Security and privacy are of the utmost importance when outsourcing your payroll. Having confidence in the protection of your data allows you to focus on your company's growth initiatives.

## 6

## DECREASED ERRORS

There's nothing like the peace of mind of knowing your payrolls are error-free. Payroll software can help boost your processing confidence with error checking algorithms, so employee pay is correct every time. Payroll errors and corrections can become a thing of the past.

Some payroll solutions offer built-in automated processes that highlight potential errors and validation rules that allow you to fix mistakes before they happen. You can streamline your payroll process with a more proactive approach that will save you time and money.

## 7

## TECHNOLOGY GAINS

An often overlooked benefit is the option to use other services offered by a payroll provider. Automating payroll with benefits administration, time tracking, recruiting, onboarding, and ACA compliance can further boost efficiency and cost savings.

Utilizing an all-in-one platform to manage your payroll, HR, and attendance processes can save your organization even more in expenses and fees. Managing your employee data in a centralized database ensures nothing falls through the cracks and information is always accurate.

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## 8

## IMPROVED USABILITY AND ADOPTION

Sometimes companies implement solutions but don't utilize them to the full extent of their investment. This shortcoming is typically due to poor usability and adoption. Payroll solutions worth purchasing are easy to use and adopt.

Some payroll providers develop their own technology, allowing them to design a more efficient and logical user experience. This approach promotes employee adoption and helps organizations work more productively. This is especially true when employees have access to their information through a self-service solution.

Furthermore, payroll solutions that are implemented with employee self service have higher usability and adoption rates. Employees feel more empowered when they have the ability to access pay stubs, tax forms, and PTO balances from one location.

## 9

## CUSTOMER SUPPORT

Access to support specialists is a great benefit of using a payroll solution, but it's essential to look at the customer support model. Dedicated account teams available via phone, email, and support requests can take significant pressure off your plate.

It's crucial to have a support ticket response time in place upheld as part of client service. This type of service level agreement creates accountability and a degree of transparency refreshing for customers to have.



## A PAYROLL PARTNER

Outsourcing to a payroll provider gives you access to a partner you can trust without giving up control or accountability. They provide expertise in payroll and tax compliance that allows you to focus more time on strategic tasks. The benefits of outsourcing your payroll include:

1. Increased Efficiency
2. Reduced Risk
3. Cost Savings
4. Payroll Expertise
5. Data Security
6. Decreased Errors
7. Technology Gains
8. Improved Usability and Adoption
9. Customer Support

If you're ready to make payroll and tax compliance tasks easier, it's time to consider outsourcing your payroll.

*\*APS guarantees tax payments and filings to be accurate and timely, as long as the data provided to APS is accurate and timely and the customer's account is sufficiently funded to cover all payroll tax liabilities. If a tax penalty is the result of our error, we'll maintain the abatement process and absorb any fines or interest due.*

## About APS

APS has a mission: to make payroll and HR easier. We provide our clients and partners with intuitive technology delivered with personalized service and support. Our unified solution is designed to simplify workforce management tasks. Process payroll in hours, not days. Automate HR workflows to be more strategic. Elevate the employee lifecycle with a single-system platform. We are APS, your workforce partner.

Businesses choose APS as their workforce partner because of our focus on the customer experience. As a result, we continually maintain 98% customer retention and satisfaction rates. For more information on APS and how we can help make payroll and HR easier for your business, visit [www.apspayroll.com](http://www.apspayroll.com).



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3010 Knight Street  
Suite 300  
Shreveport, LA 71105



Sales: 855.945.7921  
Monday – Friday  
8am – 5pm, CST  
[sales@apspayroll.com](mailto:sales@apspayroll.com)



Toll Free: 888.277.8514  
Phone: 318.222.9774  
Fax: 318.222.0601