



5351 Lincoln Highway, Suite 9 Gap, PA

You are invited to attend an EBMS Forum

Payroll

Date: Wed, December 9th, 2009

Time: 2:30-4:30

- * New Work Code Groups
- * Paying Employees using Direct Deposit
- * Managing benefit pay, such as vacation & holiday pay
- * Adding and changing pay types
- * Paying reimbursements through payroll
- * Adding and changing employee deductions and taxes
- * Processing other types of pay such as commissions, salaries, and piecework pay
- * Paying tax liabilities
- * Processing bonus checks
- * Printing tax forms such as 941's, W2's, 1099's
- * Preparing for the year end
- * Powerful payroll management reports
- * W2 Electronic transmittal
- * Common payroll reports
- * Setting up 401k, Health insurance, & other Pretax deductions

**Locations: Gap, PA - Houston Run Family Center | Webinar - Virtual Forum
The conference room will be opened at 2:15 pm**

Cost: These forums are FREE for all companies that have the [Subscription plan](#).

If you plan to attend this forum, please fax this sheet to Eagle Business Software at 717-442-1096 or email your response to mstauffer@eshcom.com. If you have questions, contact Melissa Stauffer at 717-442-3247, ext. 1124.

Company Name _____

Contact Name _____

Phone # _____

No. Attending _____

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