

- Setup and customisation of payroll to suit your business
- Adding new staff into Xero, ensuring all details are correct
- Providing personalised virtual employee portal
- Tracking of annual leave entitlements
- Electronic lodgement of Tax File Number Declarations with the Australian Taxation Office
- Annual reconciliation of wages to Financial Statements and Activity Statements
- Payment of all employees allowing single click authorisation in your bank
- Issuing payslips, customised with your business logo
- Preparation of termination payments, including correctly calculating superannuation liability
- Setting up employees with new superannuation funds
- Payment of superannuation to various & multiple superannuation payments
- Preparation and lodgement of monthly Instalment Activity Statements
- Preparation and lodgement of PAYG Payment Summaries with the Australian Taxation Office
- Preparation of PAYG Payment Summaries and distribution to employees (i.e. group certificates)

### Keep it simple

\$49.90  
per pay cycle



1 - 5  
employees

### Cooking with gas

\$49.90 + \$10  
per employee  
per pay cycle



6 - 10  
employees

### Livin' the dream

POA  
Individually priced



10+  
employees