

### Payroll & CIS Services

No matter how large or small your business administering your payroll can be time consuming and burdensome, diverting energy and resources from the core activities of your business.

The task is made all the more difficult by the growing complexity of taxation and employment legislation and the accompanying harsh regime of penalties for the smallest non-compliance or transgression.

We can relieve you of this burden by providing a comprehensive and confidential payroll service. We'll make sure that deductions and net pay are calculated correctly and that the annual payroll tasks are completed in time.

Our payroll and CIS (Construction Industry scheme) service offers:

- Customised pay slips
- Administration of PAYE, national insurance, statutory sick pay, statutory maternity pay, etc.
- Completion of all statutory forms, for issue to your employees and later submission to HM Revenue & Customs.
- Summaries and analysis of staff costs
- Administration of incentive schemes, bonuses, and ex-gratia and termination payments
- Completion of P11D forms for relevant directors and employees
- Administration of pension scheme deductions
- Compliance with the new Real Time Information (RTI) and auto-enrolment regulations
- Even if you have only a few employees, you can make savings by engaging us to administer your payroll and CIS.

If you would like to discuss our payroll services please call us today on 020 8868 2022 or email [U2us@tad-as.com](mailto:U2us@tad-as.com) for a call back.

