

Rawlinsons Payroll and HR Limited have a range of services and software products designed to substantially ease the draining administrative and financial burden and, most importantly, to give you freedom to use your resources where they most count, making your business a success.

### **Emergency Cover**

If one of your key payroll staff, was suddenly off sick or need long term absence, would you have enough knowledge and staff to enable you to cover the role. Please call us as we may be able to offer a solution.

### **Payroll Year End**

If you still wish to continue to process your weekly/monthly payroll throughout the year, we offer a year end service that provides a spot check on some of your data prior to submitting the P35.

We can often identify errors on sickness recovery, maternity pay and the operation of tax codes and Directors' National Insurance.

### **Payroll Bureau Services**

Let our Payroll Bureau Service take away the worry and responsibility associated with processing your employees' pay and dealing with HMRC. Whether you are a new or existing employer, we can attend to all of your payroll needs. We can deal with weekly, fortnightly, lunar, monthly and annual payrolls. We also have the facility to import and export data electronically.

If you use our payroll service you would be allocated a dedicated person to have as your main contact in the bureau

### **BACS Submissions & Contingency Service**

We are a BACS approved bureau and as such can facilitate the payment of employees directly into their bank accounts. We can also make payments to third parties such as pension companies, CSA and HMRC.

We can also be set up as part of your contingency plan, so that in an emergency we could still BACS your payroll on your behalf.



**The Payroll Team from left to right:**

Jade Lloyd, Sarah Coulson, Jane Chappell, Leanne Barnes

### **Employment and HR Advice**

Rawlinsons Payroll and HR Limited has a team of dedicated CIPD qualified consultants ready to help you with your HR Law and compliance. Whether it is for interim placements of HR Managers or HR Support Personnel through to support, management and advice of TUPE transfers, we can help.

Let us lessen the impact of Employment Law compliance on your business. In association with leading law firms, we can provide telephone and internet legal support.