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## **National Payroll Week is a Good Time to “Show the Love” for Payroll Workers**

*Symmetry Software Offers 5 Reasons to Play Nice with your Payroll Department*

**SCOTTSDALE, Ariz. (August 14, 2007)**... So, you think those folks in the payroll department are only busy on payday? That they just sit around eating donuts the rest of the time? Think again. Your payroll department just may have the most important duties in your company, at least where you're concerned.

National Payroll Week kicks off – appropriately – on Labor Day, September 3<sup>rd</sup>. It's the perfect time to take a moment to thank those workers for keeping you in the money. According to Jon Bohnert, executive vice president of Symmetry Software, which specializes in payroll and payroll-related withholding tax software applications for the Internet and corporate intranets, American payroll workers are responsible for making sure that nearly 150 million workers will be paid this year. They also will handle the withholding of more than \$1.5 trillion in taxes on behalf of the U.S. Government – that's over 64% of the annual US Treasury revenue.

Bohnert, whose company's paycheck modeling calculator at [www.paycheckcity.com](http://www.paycheckcity.com) is used by payroll workers, employers and employees nationwide, believes payroll workers deserve a little respect for their hard work. "Payroll workers manage so many things we take for granted in the workplace," says Bohnert. "Not only do they make sure we get our paychecks on time, they produce many forms and reports for federal, state and local governments that keep our employers in compliance with tax laws. We don't even think about this activity happening in the background each day."

Bohnert set forth 5 reasons to thank your payroll department during National Payroll Week:

- ***Payroll workers save us from financial disaster*** – Undoubtedly, you've heard the phrase, "living paycheck to paycheck." According to the American Payroll Association, 65 % of American workers are doing just that and would experience financial difficulty if their paychecks were delayed. A one-day delay in getting your paycheck might mean bounced checks, late fees or even eviction for families living on the edge, Bohnert explained. Getting paid on time is something we have come to expect. "We should remember that it doesn't happen without hard work on the part of payroll workers," he said. Just think how many paychecks need to be processed and transmitted to banks around the country every payday. They make it there because of payroll workers.
- ***Payroll workers save us time*** – With help from payroll departments, most American workers can have their paychecks directly deposited into their bank accounts, saving

time and money. Over 87% of participants in a recent poll at Paycheck City ([www.paycheckcity.com](http://www.paycheckcity.com)), said their companies offer direct deposit and more than 82% are enrolled. This saves all of us a lot of time and hassle running to the bank and standing in line on payday.

- **Payroll workers keep things straight** – The list of forms that payroll workers must process each year is extensive, to say the least. Consider immigration I-9 forms and W-4s for new employees; W-2s and 1099s for all full-time, part-time and contract workers for tax-preparation purposes. But that's not all, says Bohnert. Did you consider the employment verification requests for credit checks on that new mortgage you need? Or the stop payment on your lost or stolen paycheck? What about the new payroll tax rates in your home state? "The number of forms, rules and regulations they need to keep straight is literally mind-boggling," said Bohnert.
- **Payroll workers answer our questions** – Have you ever called your payroll department to ask a question? According to payroll workers, employees ask lots of them. "How many days of vacation do I have left?" "When can I take my personal day?" "How do I enroll my new baby in our insurance plan?" "If I don't take my vacation, can I get cash for it instead?" "How do I change my name when I get married?" And, a real favorite in payroll departments is this request on April 14, "I can't find my W-2. Can you give me another copy...like, today?" Bohnert suggests that workers check their company intranets for answers to these and other questions before they call their payroll department. "The answers to many of our frequent questions are readily available to us," said Bohnert. "Payroll workers are busy and the constant distractions are expensive and time consuming. Be sure to be respectful of payroll workers since they do so much to make your life easier. Don't be like the employee who called the payroll department every month to find out how many days of vacation she had accumulated – when it was available on every one of her pay stubs."
- **Payroll workers check their work** – Thanks to modern technology, good business practices and earnest, well-trained payroll workers, paychecks are usually accurate and workers are confident that they will be paid what they have earned. So confident that, in a Paycheck City poll of 1,800 workers, 17% said they have never checked the accuracy of their paycheck. "It's great that workers trust their payroll departments," said Bohnert. "But no one is perfect all the time. I work with payroll departments throughout the country and they want employees to double-check their pay stubs. In fact, many companies have customized calculators on their company intranets to help employees do just that."

### About Symmetry Software

Founded in 1984, Symmetry Software specializes in payroll and payroll-related withholding tax software applications for the Internet and corporate intranets. The company was a finalist in the 2007 Dell/National Federation of Independent Business (NFIB) Small Business Excellence in Customer Experience Award. Based in Scottsdale, Ariz., Symmetry runs three payroll-related Web sites:

[www.PaycheckCity.com](http://www.PaycheckCity.com): Symmetry's most popular Web site receives more than 4 million page views each month. As one of the most-visited payroll support sites on the Internet, this Web site offers employees self-service tools for paycheck management including free personal finance calculators. Individuals can model "what-if" scenarios using their wages and other paycheck figures to determine the impact on "take-home pay" when they adjust their withholding, add the impact of voluntary savings programs and retirement plans, note the tax advantage of cafeteria benefit plans, change marital status or have a baby.

[www.StateW4.com](http://www.StateW4.com): Making one's way through the maze of state withholding requirements and forms is a challenge for the most experienced HR professional. Symmetry's [www.StateW4.com](http://www.StateW4.com) is a "must-have" tool for companies with employees in multiple states.

Using the site's online form-preparation process for federal, state and local withholding forms, which includes built-in error correction and data validation, can ensure that HR departments have access to the latest reciprocity information and forms.

[www.payroll-taxes.com](http://www.payroll-taxes.com): This Web site has a payroll research library for industry professionals that also includes free paycheck calculators and a paycheck community message board

For more information please visit [www.symmetry.com](http://www.symmetry.com) or call (480) 596-1500.

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