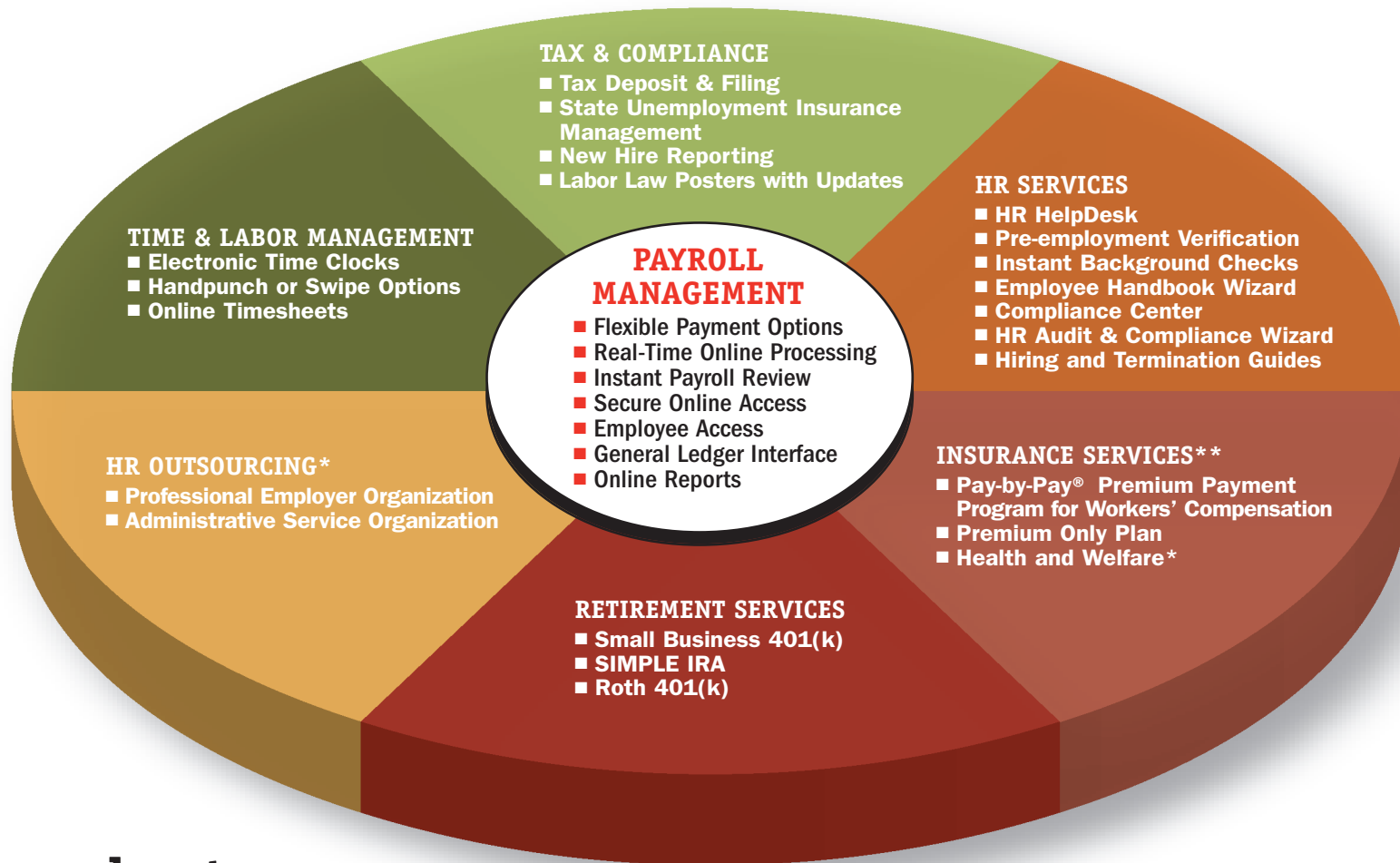


# > ADP... more than a payroll company!



Ask me about our...

- **bank** program
- **accountant** program
- **client** referral program!

 *Small Business Services*

# Put the Proven Expertise of ADP to work for your business.

## Why ADP?

### We make life easier for more than 400,000 small businesses.

At ADP, we've been serving the needs of small businesses for more than 60 years. Work with us, and we'll put our proven accuracy and reliability to work for your company. That means you can focus on what's most important: taking care of your customers.

- ADP has an entire division dedicated exclusively to the needs of companies like yours.
- 1 in every 6 American employees is paid by ADP.
- More than half of our clients have fewer than 10 employees.
- ADP is one of only a handful of U.S. industrial companies to be AAA rated by Standard & Poor's and Moody's.
- ADP is a trusted partner for both the accountant and banking communities.

### Sure, we perfected payroll. But we offer business owners so much more.

- ADP offers the industry's widest range of solutions to help you manage your payroll, tax, HR administration and retirement services.
- We'll help your business control costs, manage expenses, reduce risk and avoid penalties.
- We provide a complete range of additional solutions to keep pace with your changing needs.

### ADP is built upon a dedication to service and client satisfaction.

- Quick and easy setup by our implementation specialists.
- Instant access to our entire team of experts – just a phone call away.
- First Call Resolution – the right answer, right away.

**Contact your local ADP Representative today.**

 **Small Business Services**

71 Hanover Road, Florham Park, NJ 07932

## How We Can Help.

### You Don't Have Time to Be an Expert. That's Why We Created RUN Powered by ADP®.

RUN Powered by ADP was built exclusively as an online payroll application. All you need to run payroll is Web access — no software is required. Starting right now, you can run your payroll from anywhere, anytime.

### Tax Processing and Compliance Services

With ADP, you'll save time and be protected from costly penalties. We'll calculate, file, deposit and reconcile your payroll taxes. We'll even respond to inquiries from taxing agencies regarding the deposits and returns we file for you. Best of all, if we make a tax filing error, we pay the resulting fines or penalties imposed by the taxing authorities, not you.

### The payroll flexibility you deserve.

Flexibility. Simplicity. Reliability. It's all yours when you choose ADP. With RUN Powered by ADP's pay options, your business can pay all of your employees using any combination of direct deposit, ADPCheck™ or an ADP TotalPay® Visa® debit card, with only a single file transfer.

### Manage your most valuable asset – your people.

Hiring, developing and managing employees is critical to your success — and mistakes can be costly. We'll guide you through every step of the employment process, helping to ensure that you're compliant with government regulations and industry-recognized practices. Employer Tools offers a wide range of features to help your business save time and money — and reduce risks.

### More time to manage your business. More options as your business grows.

ADP is more than a payroll services provider. We offer a broad range of solutions for businesses of all sizes. Our full suite of employer services integrates with your ADP payroll services, saving you time and money. As your needs change, you can rely on ADP to change with you.

\*not available in some states \*\*This information pertains only to the benefits administration and the payment features of ADP payroll services. All insurance products are offered and only sold through Automatic Data Processing Insurance Agency, Inc. or its licensed insurance partners. Certain services may not be available in all states.

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