



IN THE BUSINESS OF YOUR SUCCESSSM

ADP Payline[®]



What if there was a smarter way to process your payroll?

ADP's Smart Payroll Service Solution



- How much time do you spend on payroll and related administrative tasks each pay cycle?
- What if you could streamline your processes using a simple, cost effective payroll service and system?
- Imagine having a payroll service solution with the potential to save you time, labour and costs...

ADP Payline is a cost effective payroll service solution ideally suited for small to medium sized businesses. Payline gives you access to a web-hosted payroll system with a managed service component where ADP takes care of much of the payroll processing function for you.

Benefits

Compliance – payroll system is updated by ADP with applicable payroll and tax related legislative changes

Less Risk – full disaster recovery and backup systems for the database with off-site Data Centre facilities

Better Security – confidential data and record protection through superior IT security standards (eg encrypted protocols, sophisticated firewalls, restricted user access levels and secure User ID authentication)

Accessibility – easy to use with 24/7* access to the system via the internet

Increased Productivity – potential savings in time, labour and costs by better utilising your staffs' core skills

Expert Help – support is available during business hours by email and phone access to a team of ADP Payroll Consultants

Core Features

- Costing
- Leave Management
- Superannuation Calculations
- Employee Self-Service (ESS)
- Web Pay Advices
- Reporting
- General Ledger Interface#
- ATO Lodgement of Tax File Number (TFN) Declarations

Additional Functionality**

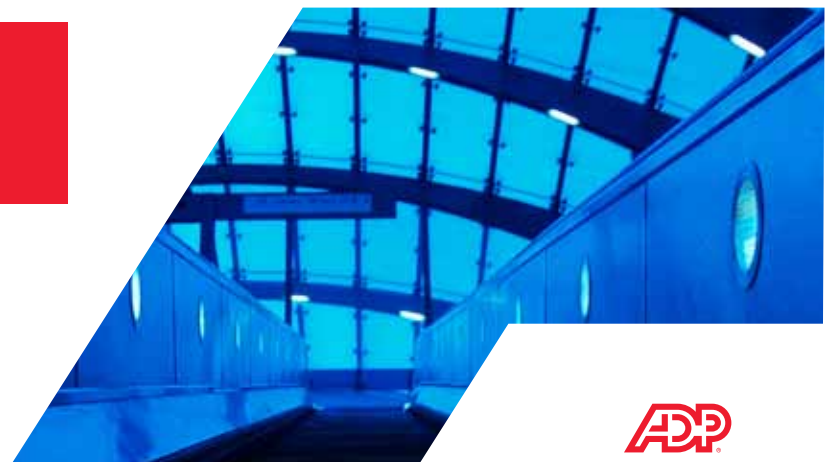
- Electronic Funds Transfer (EFT)
- Payment Summaries (generation and ATO Lodgements)

* Subject to system maintenance times

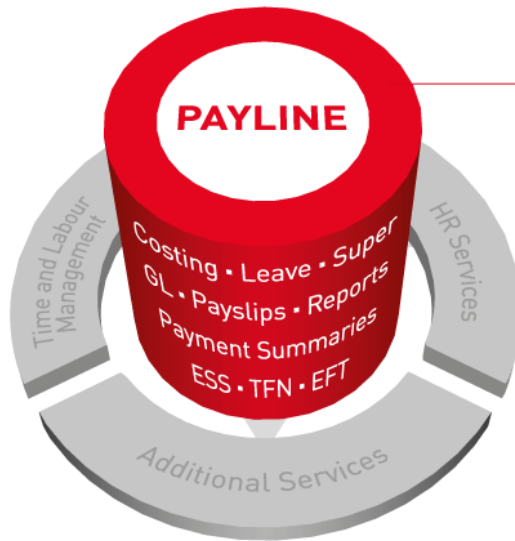
Limited formats available

** Additional fees apply

For more information view the
Payline online demonstration at
www.adppayroll.com.au/static/payline



How Payline® Fits into ADP®'s Total Solution



Managed Services

ADP's Managed Services team supports you with:

- Payroll processing
- Payroll calculations
- Super calculations
- Data entry
- EFT salary disbursements
- Reporting
- General Ledger Interface files (limited formats available)

Payline® Service Model

Dedicated Processing Team

As a valued Payline client you will be supported by a team of ADP experts. You will be assigned a dedicated payroll processing team for maintenance and enquiries. This team will be familiar with your business requirements, so you will always have someone to assist you.

Your processing team will be responsible for the day-to-day delivery of payroll services including payroll processing, termination calculations, data entry for new employees, non-electronic timesheet data entry, out-of-cycle processing and support on using the application.

Smooth Implementation Process

Getting started with ADP is easy...

- You are appointed a dedicated Implementation Consultant to support you throughout the process
- We convert and transfer all your current payroll data and balances into our payroll system
- Once we have all your data, we can have you up and running in approximately five working days

Free Workplace Advice Line[^]

- Provided as a value-added service to all ADP payroll clients
- Gives clients access to employment relations experts qualified to provide practical and plain-English advice relating to the National Employment Standards (NES), Modern Awards, performance management, disciplinary proceedings, policy and procedure, bullying and harassment, dismissals and much more

[^] The Workplace Advice Line provides up to 15 minutes of free advice. You will be charged for any call duration beyond 15 minutes or for any subsequent calls on the same issue.



Office locations:

Adelaide

Unit 5/217 Portrush Road
Maylands SA 5069

Brisbane

Level 1, Building 2
Gateway Office Park
747 Lytton Road
Murarrie QLD 4172

Melbourne

9-11 Miles Street
Mulgrave VIC 3170

Perth

The Gateway
G2/59 Albany Highway
Victoria Park WA 6100

Sydney

Level 4, 15 Bourke Road
Mascot NSW 2020

Contact us:

1800 000 729

Visit our website:

adppayroll.com.au

About ADP®

- Globally ADP is the market leader in payroll and HR services with 60 years of experience in the business
- Payroll experts in the local market – working with Australian businesses for more than 35 years
- Approximately 7,000 clients in Australia and New Zealand producing around 10 million payslips per annum
- ADP in Australia employs over 300 staff based in Adelaide, Brisbane, Melbourne, Perth and Sydney
- ADP globally is one of the most financially stable organisations in the world, being one of only a handful of companies that have the highest AAA credit rating by Moody's and Standard & Poor's

For enquiries go to adppayroll.com.au/contact or call 1800 000 729.