



# BALANCE POINT

The Next Level of Payroll Solutions

**PARTNERING WITH THE ACCOUNTING COMMUNITY**



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# CPA Benefits

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One of our main goals at Balance Point is to create a seamless relationship between you and your clients' payroll data.

Our extensive payroll experience has taught us that referrals are earned through establishing credibility and delivering on our promises. It's our intention to become an extension of your firm and provide you and your clients the best customer service in the industry.

## Why Work with Balance Point?

- **Proof of Federal Tax Payments** on the **Balance Point Federal Tax Confirmation Report** each pay period or by accessing the EFTPS site.
- Access and view your clients' payroll records from your office or home computer. Generate reports for any desired date range, including fiscally.
- Balance Point never purges your clients' data, allowing you instant access to historical data not typically available with other vendors.
- Interface with the most popular accounting packages to help streamline G/L posting and check reconciliation, including QuickBooks, Peachtree, Mas 90, Great Plains and many more.
- Virtual Mail Room is the latest offering by Balance Point that can automatically email you and/or your staff accountants your clients' payroll reports, as well as their quarterly and year end tax returns moments after they process.
- We send your clients a CD which contains the entire year's payroll records: Pay Period, Quarterlies, Year-End and W-2s.
- Your clients and staff will always work with a qualified and experienced payroll professional.
- **Balance Point is a SAS 70 Type 2 audited and compliant company.**
- Complete audits back to January to guarantee Quarter End and Year End accuracy.

Balance Point's success is predicated on long-term relationships, not market share.

**The time has arrived to partner with Balance Point!**

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**BALANCE POINT**

# General Ledger Interface

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Utilizing Balance Point's General Ledger import is the quickest, most accurate and effortless way to post your clients' payroll data into your General Ledger system.

Our General Ledger Interface allows for seamless, electronic files to be imported into your accounting software, removing the manual keying of data.

If we do not interface with your current accounting software we can discuss adding it to our growing list.

If you prefer, you can simply opt for our General Ledger Report, which will provide you with your journal entry displaying your GL numbers.

Either way, at Balance Point we understand the complexities of General Ledger and will streamline your current clients posting processes.

## Current Packages

We currently interface with over 33 accounting packages including:

- QuickBooks
- Peachtree
- Mas 90
- Great Plains
- MIP
- AccPac
- JONAS
- Call us today to find out if we are interfaced with your software.

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**BALANCE POINT**

# Report Library

Our vast Report Library will empower you and your clients to obtain the data you require easily and efficiently. All reports can be run securely through the internet for any desired date range, including fiscally. Our payroll reports can be saved as PDFs and some as Excel files.

As soon as your client's payroll is processed, they will receive their reports via e-mail and we can copy your office as well. Quarterly tax returns are handled in the same fashion. The following are a few examples of some of the reports CPAs find most useful.

## General Ledger Report

Clients can use this report to easily post their journal entry into their accounting system.

#A159 Indigo Blue, Inc.			General Ledger Interface (\$183)			
			Check Date:	06/04/2004-1 TO 06/30/2004-2		
			Period Range:	05/17/2004 TO 06/30/2004		
			Week Number:	Week #26		
GL Number	Code	Description	Hours	Debit	Credit	Total
		Net Payroll			-0.37	
	<b>TOTALS</b>				<b>-0.37</b>	<b>0.37</b>
1010	DD	Direct Deposit			2,511.79	
<b>1010</b>	<b>TOTALS</b>				<b>2,511.79</b>	<b>-2,511.79</b>
2910		QASDI			175.20	
<b>2910</b>	<b>TOTALS</b>				<b>175.20</b>	<b>-175.20</b>
2920		Medicare			40.98	
<b>2920</b>	<b>TOTALS</b>				<b>40.98</b>	<b>-40.98</b>
2940		State NJ			21.15	
<b>2940</b>	<b>TOTALS</b>				<b>21.15</b>	<b>-21.15</b>
2950		NJ-EE SDI			14.42	
2950		NJ-EE SWF			1.22	
2950		NJ-EE-HC Subsidy			5.76	
2950		NJ-EE-SUI			5.28	
2950		NJ-EE-WF Dev.			0.37	
<b>2950</b>	<b>TOTALS</b>				<b>27.03</b>	<b>-27.03</b>
6180	D02	Pre Tax Health			58.84	
<b>6180</b>	<b>TOTALS</b>				<b>58.84</b>	<b>-58.84</b>
6900	E04	Salary		2,884.62		
<b>6900</b>	<b>TOTALS</b>			<b>2,884.62</b>		<b>2,884.62</b>
6910		ER QASDI		175.20	175.20	
<b>6910</b>	<b>TOTALS</b>			<b>175.20</b>	<b>175.20</b>	
6920		ER Medicare		40.98	40.98	
<b>6920</b>	<b>TOTALS</b>			<b>40.98</b>	<b>40.98</b>	
6930		Federal			50.00	
<b>6930</b>	<b>TOTALS</b>				<b>50.00</b>	<b>-50.00</b>
6950		NJ-ER SDI		14.42	14.42	
6950		NJ-ER SWF		3.38	3.38	
6950		NJ-ER-HC Subsidy		11.54	11.54	
6950		NJ-ER-SUI		65.84	65.84	
6950		NJ-ER-WF Dev.		1.02	1.02	
<b>6950</b>	<b>TOTALS</b>			<b>96.20</b>	<b>96.20</b>	
	<b>TOTALS</b>			<b>3,197.00</b>	<b>3,197.00</b>	<b>0.00</b>

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**BALANCE POINT**

# Report Library

## Federal Tax Confirmation Report

This report substantiates Federal Tax Payments and displays the actual IRS confirmation numbers of the Federal deposits made on behalf of your client. It can be generated directly from our highly secure web based payroll system.

#A159Z

### Federal Tax Payment Confirmation (R738)

Check Date :	01/11/2008-1 TO 03/21/2008-3
Period Range :	12/24/2007 TO 03/16/2008
Week Number :	Week #12

Check Date	Status	Status Date	Tax Payment Confirmation Method	Amount
01/11/2008	P	01/18/08	CONF#27484170086	\$4,518.28
01/11/2008	P	04/24/08	CONF#27485210037	\$134.82
01/25/2008	P	01/30/08	CONF#27484300043	\$7,882.84
01/25/2008	P	04/24/08	CONF#27485210037	\$208.41
02/08/2008	P	02/13/08	CONF#27484440049	\$4,442.60
02/08/2008	P	04/24/08	CONF#27485210037	\$84.47
02/22/2008	P	02/26/08	CONF#27484580093	\$4,432.55
02/22/2008	P	04/24/08	CONF#27485210037	\$27.75
03/07/2008	P	03/11/08	CONF#27484720020	\$4,417.89
03/07/2008	P	04/24/08	CONF#27485210037	\$12.55
03/21/2008	P	03/25/08	CONF#27484860067	\$6,112.78
03/21/2008	P	04/24/08	CONF#27485210037	\$49.79
				\$32,324.73

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**BALANCE POINT**

# Report Library

## Workers Compensation Report

This report shows the liabilities by Comp Code and can be run for any date range, including your clients' exact WC fiscal period. We also offer the "Pay As You Go" service. Use this report to validate the auditor's findings.

#S614X Truckmasters Corp		Workers Compensation (S217)							
		Check Date :	02/25/2005-1 TO 02/10/2006-1						
		Period Range :	02/14/2005 TO 02/05/2006						
		Week Number :	Week #6						
Policy ID:	WORK COMP	GROSS	OVERTIME PREMIUM	ADJUSTED GROSS	W.C. RATE	PREMIUM AMOUNT	EXP. ADJUSTED RATE	ADJUSTED PREMIUM	
<b>Code</b>	<b>8810 NJ</b>	<b>Clerical</b>							
7-Bonds, William	8810 NJ	88.56	0.00	88.56	0.03457	3.06	0.0000	3.06	
4-Burkhardt, Francine	8810 NJ	259.05	0.00	259.05	0.03457	8.96	0.0000	8.96	
6-Grady, Little	8810 NJ	407.00	0.00	407.00	0.03457	14.07	0.0000	14.07	
5-Magger, Danielle	8810 NJ	2,925.85	0.00	2,925.85	0.03457	101.15	0.0000	101.15	
<b>Code Totals</b>		<b>3,680.46</b>	<b>0.00</b>	<b>3,680.46</b>	<b>0.03457</b>	<b>127.24</b>	<b>0.0000</b>	<b>127.24</b>	
<b>Code</b>	<b>8820 NJ</b>	<b>Sales</b>							
7-Bonds, William	8820 NJ	88.54	0.00	88.54	0.2345	20.76	0.0000	20.76	
9-Dierdor, James	8820 NJ	1,829.00	0.00	1,829.00	0.2345	428.90	0.0000	428.90	
2-Frost, Bill	8820 NJ	510.37	0.00	510.37	0.2345	119.68	0.0000	119.68	
8-Tarkanian, Messie	8820 NJ	1,300.00	0.00	1,300.00	0.2345	304.85	0.0000	304.85	
10-To Tall, Ed	8820 NJ	3,538.15	0.00	3,538.15	0.2345	829.70	0.0000	829.70	
13-Ufdghsludghsl, Terry	8820 NJ	883.85	0.00	883.85	0.2345	207.26	0.0000	207.26	
<b>Code Totals</b>		<b>6,149.91</b>	<b>0.00</b>	<b>6,149.91</b>	<b>0.2345</b>	<b>1,911.15</b>	<b>0.0000</b>	<b>1,911.15</b>	
<b>Code</b>	<b>No Workers Compensation</b>								
4-Burkhardt, Francine		6,490.00	66.00	6,424.00	0.00	0.00	0.0000	0.00	
15-Devries, Nicole M		3,205.00	9.00	3,196.00	0.00	0.00	0.0000	0.00	
2-Frost, Bill		750.00	0.00	750.00	0.00	0.00	0.0000	0.00	
5-Magger, Danielle		6,763.02	0.00	6,763.02	0.00	0.00	0.0000	0.00	
13-Ufdghsludghsl, Terry		420.00	0.00	420.00	0.00	0.00	0.0000	0.00	
<b>Code Totals</b>		<b>17,628.02</b>	<b>75.00</b>	<b>17,553.02</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0000</b>	<b>0.00</b>	
<b>Code</b>	<b>8810 NJ</b>	<b>Clerical</b>							
6-Grady, Little	8810 NJ	3.85	0.00	3.85	0.03457	0.13	0.0000	0.13	
16-Smith, Peg	8810 NJ	256.85	0.00	256.85	0.03457	8.88	0.0000	8.88	
8-Tarkanian, Messie	8810 NJ	663.85	0.00	663.85	0.03457	22.94	0.0000	22.94	
<b>Code Totals</b>		<b>924.55</b>	<b>0.00</b>	<b>924.55</b>	<b>0.03457</b>	<b>31.95</b>	<b>0.0000</b>	<b>31.95</b>	
<b>Code</b>	<b>8820 NJ</b>	<b>Sales</b>							
9-Dierdor, James	8820 NJ	3.85	0.00	3.85	0.2345	0.90	0.0000	0.90	
2-Frost, Bill	8820 NJ	850.63	0.00	850.63	0.2345	199.47	0.0000	199.47	
16-Smith, Peg	8820 NJ	184.00	0.00	184.00	0.2345	43.15	0.0000	43.15	
8-Tarkanian, Messie	8820 NJ	3,900.00	0.00	3,900.00	0.2345	914.55	0.0000	914.55	
<b>Code Totals</b>		<b>4,938.48</b>	<b>0.00</b>	<b>4,938.48</b>	<b>0.2345</b>	<b>1,158.07</b>	<b>0.0000</b>	<b>1,158.07</b>	
<b>Code</b>	<b>No Workers Compensation</b>								
15-Devries, Nicole M		102.85	0.00	102.85	0.00	0.00	0.0000	0.00	
47-Smith, Joan L		1,500.00	0.00	1,500.00	0.00	0.00	0.0000	0.00	
13-Ufdghsludghsl, Terry		1,260.00	0.00	1,260.00	0.00	0.00	0.0000	0.00	
<b>Code Totals</b>		<b>2,862.85</b>	<b>0.00</b>	<b>2,862.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0000</b>	<b>0.00</b>	
<b>Company Totals</b>		<b>38,184.27</b>	<b>75.00</b>	<b>38,109.27</b>		<b>3,228.41</b>		<b>3,228.41</b>	

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**BALANCE POINT**

# Report Library

## Tax Report for Payroll

This report displays the detailed taxes for the pay period and can be run for any desired date range.

#S614X Truckmasters Corp			Tax Report For Payroll (S247)			
			Check Date:	03/12/2010-1		
			Period Range:	03/04/2010 TO 03/10/2010		
			Week Number:	Week #11		
Tax Type	Rate	Tax ID	Wages	Amount	# EE's	Frequency
<b>Federal Taxes</b>						
Federal		221787654	14,886.41	1,412.33	21	Semi-Weekly
EE QASDI	0.062000	221787654	9,825.19	608.16	21	Semi-Weekly
EE Medicare	0.014500	221787654	9,825.19	142.48	21	Semi-Weekly
ER QASDI	0.062000	221787654	9,825.19	609.16	21	Semi-Weekly
ER Medicare	0.014500	221787654	9,825.19	142.48	21	Semi-Weekly
COBRA Credit		221787654			21	Semi-Weekly
<b>Total 941 Liabilities without COBRA</b>				<b>2,915.61</b>		
<b>Total 941 Liabilities with COBRA</b>				<b>2,915.61</b>		
ER FUI	0.008000	221787654	9,825.19	78.60	21	Quarterly
<b>Total Federal Taxes</b>				<b>2,994.21</b>		
<b>State Withholding</b>						
CT State Withholding		789654009	1,243.00	84.69	2	Monthly
NJ State Withholding		789654009	15,962.42	613.74	20	Weekly
<b>Total State Withholding</b>				<b>698.43</b>		
<b>Employee SUI Withholding</b>						
NJ-EE-SUI	0.003825	789654009	12,024.20	46.01	20	Quarterly
<b>Total Employee SUI</b>				<b>46.01</b>		
<b>Employer SUI Withholding</b>						
CT SUI	0.021000	789654009	720.00	15.12	1	Quarterly
NJ-ER-SUI	0.026825	789654009	12,024.20	322.66	20	Quarterly
<b>Total Employer SUI</b>				<b>337.68</b>		
<b>Employee SUI Other</b>						
NJ-EE-SDI	0.005000	789654009	12,024.20	60.13	20	Quarterly
NJ-EE-SWF - Use WF Dev?	0.000425	789654009	12,024.20	5.10	20	Quarterly
NJ-EE-HC Subsidy	0.000000	789654009	12,024.20		20	Quarterly
<b>Total Employee SUI Other</b>				<b>65.23</b>		
<b>Employer SUI Other</b>						
NJ-ER-SDI	0.005000	789654009	12,024.20	60.13	20	Quarterly
NJ-ER-SWF	0.001175	789654009	12,024.20	14.12	20	Quarterly
NJ-ER-HC Subsidy	0.000000	789654009	12,024.20		20	Quarterly
<b>Total Employer SUI Other</b>				<b>74.25</b>		

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**BALANCE POINT**

# HR Support Center

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## ONLINE SOLUTION

The HR Support Center is available whenever and from wherever the need arises. Access the online HR Support Center 24 hours a day, 7 days a week.

## UPGRADE TO HR ON-DEMAND

Receive UNLIMITED HR consultations over the phone or email/internet from **Certified HR Professionals**. Receive answers to your employee relationship questions, unlimited customization of job descriptions, employee handbooks, forms, letters and more!

### Support Center Features

- **Employee Handbook** --- Downloadable and customizable.
- **Policy Library** --- Library of standard business policies.
- **State & Federal Laws** --- Written in easy to understand terms.
- **HR Forms** --- Library of business, state and federal forms.
- **HR Checklists** --- Checklists to help organize business tasks.
- **HR Guides** --- Various guidelines providing helpful references in following particular business procedures.
- **Job Descriptions** --- Catalog to help organize and hire employees.
- **Q & A Database** --- Hundreds of questions answered by Pros.
- **HR Best Practices** --- Monthly articles covering best practices.
- **Monthly Newsletter** --- Alerts and articles to stay current.
- **Glossary of Terms** --- Easy to read definitions for key legal terms.
- **HR News and Updates** --- HR-related news feeds and updates.
- **HRCast** --- Monthly podcasts covering HR best practices.
- **HR Resource Center** --- Resources for ordering posters, training materials and reference literature.
- **Quick Guides** --- Guides on the top areas of employee relations.

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**BALANCE POINT**



The partners of Balance Point Payroll are, from left: John Egan, Pete Luciano, Dave Magen and Jess Cary.

## Delivering More than a Paycheck

### Balance Point Payroll

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Glen Rock, NJ 07452

**Phone:** (201) 712-1157

**Fax:** (201) 712-1167

**Email:** info@balancepointpayroll.com

**Web:** www.balancepointpayroll.com

**No. of Employees:** 22

**Top Executives:** John Egan, Jess Cary, Pete Luciano, Dave Magen: Partners

**Product/Service:** Payroll Services, Time & Attendance, HRIS

**Year Founded:** 2003



**BALANCE POINT**  
The Next Level of Payroll Solutions

Years of experience inside a large payroll company taught them what customers needed and appreciated.

But Jess Cary, John Egan, Pete Luciano and Dave Magen knew they would have to start their own company if they wanted to deliver services most effectively and develop great relationships with their customers.

So six years ago, the four men founded Balance Point Payroll. The Glen Rock-based company combines their decades of experience with state-of-the-art technology and personalized service—all wrapped together in a cost-effective package that appeals to cost-conscious companies.

“We offer a unique blend of quality service, high-level technology and value,” says Pete Luciano, one of the firm’s four partners. Balance Point serves clients in 35 states, including New Jersey. Clients typically have between one and 500 employees and run the gamut from white collar to blue.

Great service starts with employing customer-service representatives who aren’t burdened with a long list of clients. That allows them to focus on each client and build the kind of relationship that ensures companies get what they need, when they need it.

Balance Point also sets a base fee that is predictable from month to month, says partner John Egan. Because the company doesn’t have to answer to Wall Street, it can avoid tacking on unexpected fees and surcharges.

“We don’t satisfy shareholders,” Egan says. “We satisfy clients by providing a wealth of value-added services.”

That includes service beyond simply cutting payroll checks. Balance Point has struck up a range of strategic alliances with other service providers,

including insurance brokers, HR consultants and wealth managers.

Larger payroll vendors offer the same services in-house, but that dilutes their value, Luciano says. By tapping one of Balance Point’s partners, clients can go right to a decision-maker—and avoid the red tape of a corporate bureaucracy.

Another complement to Balance Point’s exceptional service is its technology, which is always evolving. For instance, Balance Point now offers a Web-enabled Employee Open Enrollment Portal that integrates payroll and other HR information to create a seamless flow of data. The platform helps companies save money by reducing the time they spend manually entering and reentering the same information on different forms.

“It’s really going to cut down on the paperwork and improve the accuracy of information from the moment an employee is hired,” says partner Jess Cary.

The technology is even accessible to small companies that previously might have thought such efficiency was priced out of their reach, Cary adds.

Balance Point customers also have the option of dispensing with paper. But they can control the process to ensure they still find the level of service they need, says partner Dave Magen.

For Balance Point, customization is the key to satisfied customers.

“A lot of companies out there can cut your checks and pay your taxes and perform ACH services,” Magen says. “But not a lot of companies are looking to interface with your accounting software, create custom 401(k) file transfers and create the reports that your company relies on to be successful.” ■



# BALANCE POINT

The Next Level of Payroll Solutions

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Balance Point is a SAS 70 Type II audited and compliant organization.

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[www.balancepointpayroll.com](http://www.balancepointpayroll.com)