

## Tailored Payroll Processing

*Concert Series™ Payroll* gives you the flexibility and control you require when paying your employees and producing reports for management and governmental authorities.

## Designed for Ease of Use

Menus guide you through your tasks efficiently and rapidly. NGS' innovative code look-up saves you time and effort by making it easy to identify the correct payroll codes during data entry. Manual check entry and reconciliation ensures employee check stubs agree with their W-2 statements. Integrated Vertex Systems Payrolltax™ service eliminates manual maintenance of federal, state and local tax tables. Payrolltax calculates federal, state, and local withholding taxes, as well as disability and unemployment insurance contributions.

## Union, Non-Union Capabilities

*Concert Series Payroll* is designed for complex organizations with union and non-union employees, multiple employee groups, and multiple employee benefit programs. You can capture significant job costing information for reporting labor distributions.

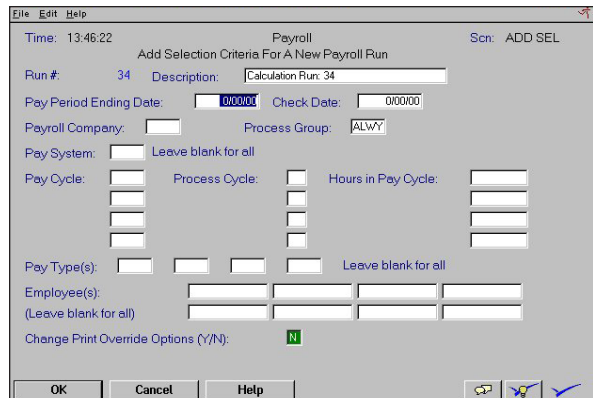
## Designed for Security

The *Concert Series* security module gives you complete control over your processing environment. You define each user's access – their menus are customized automatically

so users only see what they are authorized to access.

## Designed for Management Reporting

*Concert Series Payroll* satisfies your management, governmental, and audit reporting needs through a variety of ready-to-print reports.



Among the reports you can request are employee listings, gross registers, net registers, year-to-date payroll journal, Workers' Compensation Insurance reports, Quarterly 941 reports, and annual W-2 tax reports.

## The Features You Look For:

- Easily satisfies multi-state, multi-company processing and reporting requirements
- Automates state and local tax updates through Vertex Systems Payrolltax
- Easily handles union and non-union benefit packages, reports and dated rate assignments
- Computes hourly rate, fixed salary, variable salary, and lump sum payments

- Handles tip and gratuity payments
- Minimizes data entry time by automatically generating time cards for selected employees
- Calculates standard and individually tailored deductions and contributions, including garnishments and voluntary deductions
- Provides easy entry and reconciliation of manually calculated payroll checks
- Supports direct deposit to employee bank accounts and multiple bank accounts
- Can process more than one check for an employee per check run, with unique earnings, contributions and deductions
- Provides an audit trail for changes to sensitive information
- Tracks summary and detail payroll information online for fast access
- Maintains data on deferred benefit plans, such as 401k plans
- Calculates multiple classes of earnings
- Supports the creation of job guides with multiple tax rates and individual effective dates for the ability to establish rate changes, while continuing to use the current rate for payroll calculations
- Supports cost accounting
- Accepts data from non-NGS applications through a documented outside system interface (OSI)
- Handles an unlimited number of earnings, contributions, and deductions
- Automatically generates time cards for selected employees
- Handles certified payroll and labor distribution reporting
- Handles online or automatic time card entry
- Handles multiple validation tables
- Supports online check validation and the ability to void a single check on an entire run
- Provides flexible workers compensation insurance processing
- Supports the entry of shift work scheduled and work crews
- Provides for creation of employee groups for the ability to maintain common rate structure contributions and deductions for the entire group of employees in one file

