

PAYROLL & AUTO-ENROLMENT

Your Payroll Solution

A clear, fixed-price payroll service for employers who'd rather leave HMRC's paperwork to someone else.

RTI requires employers to report pay **on or before every payday** — and automatic enrolment now applies from the day you first employ anyone. Get either wrong and the penalties are real:

£100–

£400

late filing penalty,
per month

£10,500

Employment Allowance we
help you claim

What gets done when we run your payroll

We don't fix you to a package — we do whatever your payroll actually needs, and price it accordingly. Here's the full scope of what we can handle for you.

Every pay period, to keep you compliant

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| ✓ Collate your payroll data | ✓ New Starter checklist & HMRC registration |
| ✓ Process pay, new starters and leavers | ✓ P11D / P11D(b) completion, Class 1A calculation & benefits review |
| ✓ Calculate SSP, SMP, Student Loan & Pension deductions | ✓ Auto-enrolment: workforce assessment, opt-ins/opt-outs every period |
| ✓ Issue payslips | ✓ Pensions Regulator reporting & Declaration of Compliance |
| ✓ Calculate PAYE, NIC & Employer NIC Allowance due | ✓ Three-yearly re-enrolment of eligible workers |
| ✓ Submit RTI (FPS & EPS) to HMRC on or before payday | ✓ Year-end RTI declaration & P60s issued |
| | ✓ Full records retained for PAYE inspection purposes |

Popular add-ons

- ✓ NEST Automatic enrolment set-up — new employer or not yet staged? We'll get your scheme running and compliant.

Added when it's useful

- ✓ Bespoke payroll, departmental & cost-code analysis
- ✓ Bank-ready net pay & tax payment files
- ✓ Company car (P46 car) change notifications
- ✓ Variable pension deductions & bespoke reporting

Unlimited phone & email support is included throughout — you're never billed for a quick question.

Tell us your employee numbers, pay frequency and what you need handled, and **we'll price it as a fixed monthly fee** — nothing you don't need, nothing left out that you do.