

Sage BusinessVision Accounting: Payroll



The Payroll module of Sage BusinessVision Accounting software makes generating payroll for Canadian employees a simple process. Whether you have salaried employees, hourly employees, or both, Sage BusinessVision Payroll provides the tools needed to make managing your payroll in-house quick and easy.

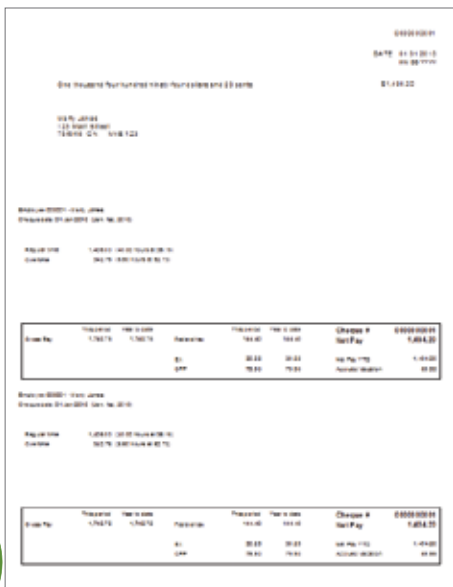
Take control of your payroll

Sage BusinessVision Payroll software allows you to take control of your payroll process and eliminates the hassle and expense of transferring data to third-party payroll services. Sage BusinessVision Payroll also allows you to customize the payroll process to meet your specific needs by allowing you to define user-defined benefits and deductions, create departments, define different pay schedules, and more.

Sage BusinessVision Payroll provides you with value, as you can manage payroll for an unlimited number of employees for the same price instead of dealing with per-employee fees from outside payroll services.

Payroll cheques or direct deposit, your choice

Sage BusinessVision Payroll software allows you to pay employees using payroll cheques or through direct deposit. After configuring your direct deposit settings, you can select the specific employees to be paid with payroll cheques and those who prefer direct deposit. Sage BusinessVision Payroll will print payroll cheques for applicable employees and generate pay slips for those paid by direct deposit.



Easily track and remit payroll liabilities

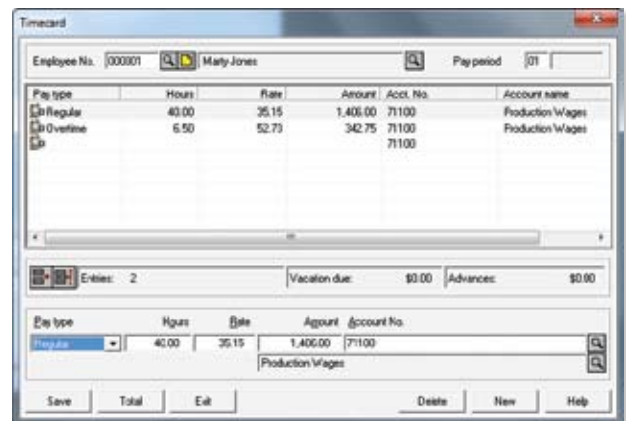
Sage BusinessVision Payroll software makes tracking and paying withheld source deductions and nonstatutory liabilities easy. Associate each source deduction and nonstatutory payroll deduction with a dedicated liability account. Sage BusinessVision will withhold and post the appropriate withholdings to these accounts each time you run payroll. When it comes time remit these withholdings, simply make payments to the vendor associated with the withholding authority or agency.

Keep your tax tables up to date with online updates

Sage makes it easy to keep your tax tables and forms up to date with Sage Payroll Update Plans. With the purchase of a Sage Payroll Update Plan you can keep your payroll tax withholding and forms in compliance with tax legislation changes. Sage Payroll Update Plans are the smart and easy way to keep your payroll processing in compliance.

Time-saving payroll features

Sage BusinessVision Payroll software includes time-saving features that make processing payroll easy. When processing payroll, Sage BusinessVision Payroll can generate and post the necessary journal entries for you. In addition to generating paycheques for employees, Sage BusinessVision Payroll includes a batch payroll routine that allows you to pay all of your salaried employees in a single process. Employee lost a cheque or encountered a problem printing a cheque? No problem: Sage BusinessVision Payroll includes the tools needed to reverse or void a previous payroll cheque so you can print a new one.



Print payroll reports and forms

Sage BusinessVision Payroll software makes it easy to generate your payroll-related forms and reports. Easily print your annual T4 forms to report employee earnings and source deductions to the Canada Revenue Agency or Records of Employment for terminated employees needing to report to Service Canada. What's more, Sage BusinessVision provides the tools you need to file your T4 forms electronically.

Sage BusinessVision includes a number of standard payroll reports, such as address labels for employees, as well as the Cheque Register, Earnings and Deductions, Employees Advances Receivable and Vacation Owed, Employee List, and Pay Journal and Receiver General reports.

Track employee details

Easily track details about your employees, including addresses, personal payroll data, employment data, credit and exemption amounts, deduction amounts and rates, employee-specific nonstatutory deduction settings, employee-specific benefit amounts, and more.

Advanced security features

Sage BusinessVision includes a powerful security system that allows you to restrict users to specific areas within the program. You can permit or restrict individual users from modifying employees, changing payroll settings, running payroll, voiding payroll cheques, as well as viewing earnings, deductions, benefits, and timecards.

Additional Features

- Supports hourly and salary payroll structures
- Supports eight different pay frequencies per company
- In addition to statutory source deductions, tracks up to ten user-defined deductions per employee
- Tracks up to ten user-defined benefits per employee
- Supports up to 99 different departments
- Run batch payroll for all salaried employees or limit batch payroll to specific departments of pay frequencies
- Tracks RSP, CPP, EI, and WCB rates and calculates deductions for employees
- Provides the ability to reverse payroll cheques and the ability to issue supplementary time cards to correct payroll cheques
- Prints T4 forms and generates files for electronic transmission
- Allows you to configure direct deposit settings specific to your banking institution

Note: Sage BusinessVision Payroll software provides payroll processing for Canadian-based companies only.

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