

WHO'S WHO

AMONG TECHNOLOGY VENDORS SERVING THE ACCOUNTING PROFESSION

FINANCE INTEGRATED SUITES NOT-FOR-PROFIT **PAYROLL** PRACTICE MANAGEMENT TAX PREP TAX RESEARCH TIME & BILLING TRIAL BALANCE WRITE-UP ACCOUNTING BACKLOG

Small Business Services

COMPANY OVERVIEW

Automatic Data Processing, Inc. (NYSE: ADP), with nearly \$8 billion in revenues and over 600,000 clients, is one of the world's largest providers of business outsourcing solutions. Leveraging more than 55 years of experience, ADP offers the widest range of HR, payroll, tax and benefits administration solutions from a single source. ADP's easy-to-use solutions for employers provide superior value to companies of all types and sizes.

ADP Small Business Services

ADP's Small Business Services Division (SBS) provides payroll services and integrated business solutions for businesses with fewer than 50 employees. ADP handles the calculation and administrative work so business owners can be free to focus on their core business. ADP also helps keep businesses in compliance with government regulations, reducing their risk of fines and penalties. No business is too small — more than 50 percent of SBS clients have fewer than 10 employees. With approximately 400,000 small business clients, ADP is an expert in servicing small businesses.

SBS's mission is to be exceptional at providing accurate, convenient, risk-free payroll, tax processing and integrated business solutions for small businesses. To support this mission, ADP invests in technologies, processes, programs and its people to continually improve service and help clients run their businesses. Proven models focus on improving the end-to-end service experience for clients.

The Quality Survey program helps ADP understand how clients feel about the service provided. ADP contacts every client twice a year to measure the quality of service associates and how effectively unresolved issues are addressed. This information helps ADP to constantly improve operations and processes, and illustrates how ADP strives to create a culture where client satisfaction is the number one priority.

ADP and the Accountant Community

The accountant community continues to be a valued partner for ADP. ADP is committed to providing accountants with the tools and resources they need to help them increase their



ADP is headquartered in Roseland, New Jersey.

productivity and profitability, and to further their professional development.

For accountants who partner with ADP, the key word is choice. More accountants are choosing to outsource payroll and other time-consuming services in order to expand their practice, especially into business advisory services, which command higher fees and generate bigger profits. Some accountants choose to do payrolls for their clients using ADP's specialized tools for assistance. Accountants may also choose to do both — simple payrolls for some clients while outsourcing payrolls to ADP for others.

When accountants partner with ADP, they choose how ADP can best assist them with their clients' payroll processing needs. This can include:

- ▶ Referring their clients' payrolls to ADP
- ▶ Using ADP's tools to process their clients' payrolls, or
- ▶ Selling their payroll base to ADP.

ADP has many resources to help accountants further their professional development. These consist of the company's Professional Education Center and the *Tax Researcher* and *Accountant Focus* newsletters, among others.

Various tools help accountants using ADP's services stay up-to-date on their clients' payrolls. Such tools include:

- ▶ Electronic Reports, giving accountants convenient access to their clients' payroll information
- ▶ Data Export, enabling accountants to transfer payroll data into their spreadsheet software, and
- ▶ General Ledger Interface, allowing accountants to import payroll data into accounting software, saving them time by automating the transfer of payroll data into the General Ledger.

MARKETS SERVED

Offices can be found nationwide and in more than 30 countries globally.

PRODUCTS

- ▶ Payroll Services
- ▶ Tax Compliance
- ▶ Pay-by-Pay® Premium Payment Program for Workers' Compensation
- ▶ State Unemployment Insurance Management
- ▶ Retirement Services
- ▶ Human Resources Help Desk
- ▶ Electronic Time and Attendance
- ▶ Professional Employer Organization (PEO)
- ▶ Administrative Services Offering (ASO)
- ▶ Pre-Employment Screening and Selection Services



Single sign-on allows you to view all of your payroll clients on one screen.



Payroll Preview allows you to see your payroll results prior to processing.

CUSTOMER SUPPORT

ADP delivers world-class service with unlimited support available at no extra charge.

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Automatic Data Processing, Inc.

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WEBSITES: www.smallbusiness.adp.com

& www.accountant.adp.com

NUMBER OF EMPLOYEES: 46,000

YEAR FOUNDED: 1949

Get the Right Gear & RUN!

Introducing

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Payroll for Accountants

With RUN powered by ADP Payroll for Accountants, you can differentiate yourself from the competition by providing additional services such as tax filing, direct deposit, and access to an electronic personal earnings history for all your clients' employees. Everything you need is online, making it easy to manage payrolls both for your own firm and for your clients.

- ✓ Payroll Solution Designed for Accountants
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- ✓ Do-It-Yourself or Full-Service Tax Option

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