Certified Payroll
For Sage 100 and Sage 100cloud

CERTIFIED PAYROLL REPORTING WITH MINIMAL EFFORT

ELIMINATE MANUAL PAYROLL CALCULATIONS
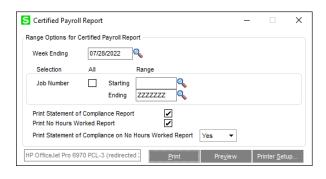## AND PAY THE CORRECT WAGE EVERY TIME

Designed for contractors or subcontractors using Sage 100 who are required to submit weekly payrolls to government or governmentally-aided construction-type contracts and subcontracts.

CERTIFIED PAYROLL ELIMINATES:

- ⊗ Manually managing and applying labor categories and prevailing wage rates

- ⊗ Manually managing and applying fringe benefit categories for workers

- ⊗ Overpaying or underpaying wages to workers, and having to make restitution if underpayment occurred as a result of an error

- ⊗ Manually compiling payroll data in spreadsheets in order to manually complete the WH-347 form or a similar certified payroll report and statement of compliance

- ⊗ Risking slow payment, interest penalties, or even contract termination due to submitting reporting late to one or more government entities

Automated data collection

Prevailing wage and fringe benefits calculations

Certified payroll and other related reports

Optional Sage 100 Job Cost integration

BENEFITS

Focus on your business instead of compliance reporting:
integrated reporting automatically creates timely, legible, and accurate reports

- Save time and money by eliminating spreadsheet hassles, re-keying data, and data entry errors

- Get paid faster, since reporting is generated automatically and quickly, right out of Sage 100

- Mix payroll entries for jobs requiring certified payroll reports, jobs not requiring certified payroll reports, and entries for all other payroll types, all within the same pay period

- Calculate pay for a single employee:
   on several job sites,
   in multiple states,
   in multiple labor classifications,
   and under a variety of workers' compensation insurance classifications, **all within the same pay period**

- Enjoy seamless integration with the Sage 100 Payroll and Job Cost (optional) modules
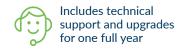
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For Sage 100 and Sage 100cloud

The most trusted certified payroll solution for Sage 100

Features List

Versatile Compliance Reporting	Certified Payroll includes a host of reports designed to meet all of your contract compliance reporting needs. Reports include the Certified Payroll Report, Statement of Compliance, Certified Payroll Job Listing, Labor Contract Listing, Certified Payroll Report by Employee Sort Field, Fringe Benefit Report, and Monthly Employment Utilization (EEO) Report.
Statement of Compliance	Versatile setup options allow you to configure the Statement of Compliance form to include additional information as may be required by your reporting agency. Multiple copies of the Certified Payroll Report and individually addressed Statements may be produced when you utilize Job Recipient Maintenance. Exceptions are reported as required by the fringe benefit plan for each job.
Minimum Wage Rate Checking	Certified Payroll alerts you during Payroll Data Entry if the rate paid is less than the minimum rate for the Job and Labor Code being entered. The minimum rate is displayed with an option to accept or change the rate.
Time Entry by Date Worked	Hours worked may be entered for multiple jobs, labor codes and rates for each employee on a day-by-day basis, including time not associated with a job number such as administrative or shop time.
Flexible Labor Contract Maintenance	A separate labor contract may be maintained for each job, including minimum base rate and fringe benefit rates, cash paid to plans, and cash paid to employees in lieu of fringe benefits, for up to ten fringe benefit categories for each labor code in each job. The number and names of fringe benefit categories may be different for each labor code within each job.
Allows 'Mixed' Payroll Entries	Hours worked may be entered for multiple jobs, labor codes, and rates for each employee on a day-by-day basis, including time not associated with a job number (such as administrative or shop time). In other words, you can mix payroll entries for jobs requiring certified payroll reports, jobs not requiring certified payroll reports, and entries for all other payroll types, all within the same pay period.
Unlimited Earnings and Deduction Codes	Allows unlimited employee earnings and deduction codes: calculate pay for a single employee on several job sites, in multiple states, in multiple labor classifications, and under a variety of workers' compensation insurance classifications, all within the same pay period.
Optional Built-In Job Masterfile	If Payroll is not integrated with Job Cost, Certified Payroll provides a subset of Job Masterfile information in the Certified Payroll Job Masterfile. This file is used to report on job status and to validate Job Numbers during Labor Contract setup and Payroll Data Entry.
TimeKeeper Integration	Integration with the Sage TimeKeeper module (formerly called TimeCard) allows you to use TimeKeeper data when calculating minimum hourly rates for labor contracts in Payroll Data Entry
Travel Time Reporting	Designate specific earnings codes which are reported independently of Regular and Overtime hours.
Time-Saving Recipient Lists	Establish lists of contractors and agencies that will receive copies of the Certified Payroll Report. When you're ready to print, just select a list of recipients and specify the number of copies to be sent to each one for each Certified Job.

BUILT BY EXPERTS — SAGE 100 — SINCE 1989

Available for Sage 100 Standard & Advanced

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Sage Tech Partner

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To **learn more, please contact your Sage 100 partner or visit kissingerassoc.com/certified**
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