

Payroll

Processing Services

Peace of Mind - Penalties Apply for Not Keeping Proper Payroll Records

If you employ people you know that you have to comply with the ever changing Tax and Payroll Legislation to prevent large fines and lawsuits.

Are you keeping up to date with Pay Rate changes?

Current penalties being imposed for incorrect pay rates paid to employees are very high even if the underpayment is small.

SBS can prepare your payroll and wage remittances on your behalf ensuring that your employees are paid at the correct rates to ensure that your business does not incur penalties for incorrect payroll rates. The size of fines imposed can have a seriously detrimental affect on the cash flow position of your business.

SBS provides a number of payroll services options designed to assist and protect your business.

These Options Include:

- Full Payroll Processing Services SBS processes payroll for your employees, maintains proper full employee records – gross pay, tax deducted, net pay, superannuation, tracks annual leave and sick leave entitlements. Also prepares and provides

on your businesses behalf PAYG Statements, Centrelink Separation Certificates amongst others.

- Payroll Assist Services – peace of mind for your administration staff. Help is just a phone call away. Payroll Assist also helps your business when key administration staff are away on leave or absent from your business. In these circumstance Payroll Assist “covers the admin gap” until these staff return to work.

If you get it wrong huge penalties apply Some examples of fines:

Fitzroy café fined \$120,800 for underpaying two casual kitchen staff

\$184,250 in fines for underpayment of Newcastle workers

Cairns insurance business operators fined almost \$55,000 over underpayments

Brisbane employer fined for threatening worker who queried pay

Hobart security company owners fined \$136,900 for underpaying workers