

Columbia EDP Center, Inc. -

Payroll Solutions That Make Sense

May 2007 Newsletter

EDP Products & Services -

Columbia EDP adds two new services!

- **Employee Self Service**
- **Payroll Pay Cards**

Our web site has a new look!

Employee Profile: Curtis Snow - Sales

Payroll News -

Federal Assessment Information

Benefits of using Direct Deposit



New Products & Services ...

Employee Self-Service (ESS) is a web-based portal which will allow your employees view only access to their payroll information via the Internet. Through Evolution's ESS you can provide your employees the ability to view and print payroll vouchers and W-2's. Also they will be able to view their personal information and paid time-off balances through this secure web site. This paperless payroll system will allow you to reduce routine inquiries from employees, provide greater access to payroll information and ease the burden of distributing payroll vouchers to your work force. Contact us today at (573 474 8431) or email info@columbiaedp.com to get signed up immediately!

Pay Cards - We are excited about the possibility of adding value to your organization with our latest product offering, PayCards. We have partnered with The Callaway Bank to offer PayCard services through U S Bank and Elan Financial Services. A PayCard is a new way to pay all or part of your employees earnings by utilizing our current Direct Deposit service. It is also a new way to transfer money. No checking or savings accounts required. A PayCard safely stores your employees money until they are ready to use it. They can then get their money easily at any ATM or use their PayCard to make purchases wherever MasterCard is accepted – over 29 million locations worldwide.

Web Wise ...

www.columbiaedp.com has undergone a makeover. In an attempt to provide an updated look and a more customer friendly experience we have had our web site redesigned. You can still access the same great resources you have come to rely on - it just has a new look and feel. You will want to check the web site often for things such as new products or services, to read the newsletter online if you miss the printed copy, or for added resources. Our next exciting project we are working on is a "Clients Only" section of the web site that will be password protected. In this section you will be able to access software manuals, upload and download your eSheets and much more! We are always trying to improve your experience with Columbia EDP. If you have suggestions about our web site, we encourage you to email us at info@columbiaedp.com.

Continued 

Tax Time ...

Missouri Federal Interest Assessment 2007 -

As in the previous four years, the Missouri Division of Employment Security (DES) will be assessing each employer for the interest on money borrowed from the Federal government to sustain the Missouri unemployment compensation fund. The amount your company will be assessed will appear on Line 8 of your 2nd quarter DES Quarterly Contribution and Wage Report, expected to be mailed late June. Please forward a copy to our office so we can be sure to collect and submit the correct assessment for your company.

Payroll Pieces ...

Talk to your employees about the Benefits of **Direct Deposit** -

- Let them know it saves time and hassles. Employees who use direct deposit are never forced to spend their lunch hours standing in bank lines to make sure their paychecks get into their accounts.
- Tell them they'll get paid and can access the funds even if they are on vacation or out sick.
- They can expect increased security. Direct Deposit eliminates fraud as well as lost or stolen checks.

Employee Spotlight ...

We are proud to announce Curtis Snow is the latest addition the Columbia EDP staff. He is heading up our sales department and will be a definite asset in helping us ensure you know about all of our products and services. Curtis comes to us with a background in local, regional and national sales & marketing for over eight years. He has a wife, two children and a blue tick hound who seems to have a love affair with tearing up Curtis' basement! Please don't hesitate to contact Curtis if you have questions. His email address is csnow@columbiaedp.com. Welcome Curtis!

Bank Holidays ...

The following holidays should be kept in mind when sending us your payroll information. In order to comply with ACH requirements regarding Direct Deposit transactions, we may need to process your payroll a day earlier if these dates coincide with your check dates or your call in dates. You may also need to consider an alternate means of delivery, i.e. UPS if the Post Office will be closed. For the balance of 2007 and for 2008, the holidays are as follows:

Memorial Day	May 28, 2007	Banks and Columbia EDP Closed
Independence Day	July 4, 2007	Banks and Columbia EDP Closed
Labor Day	September 3, 2007	Banks and Columbia EDP Closed
Columbus Day	October 8, 2007	Banks Closed. Columbia EDP Open
Veterans Day	November 12, 2007	Banks Closed. Columbia EDP Open
Thanksgiving Day	November 22, 2007	Banks and Columbia EDP Closed
Christmas Day	December 25, 2007	Banks and Columbia EDP Closed
New Year's Day	January 1, 2008	Banks and Columbia EDP Closed
Martin Luther King's Birthday	January 21, 2008	Banks Closed. Columbia EDP Open
Presidents' Day	February 18, 2008	Banks Closed. Columbia EDP Open

We are very appreciative of your business and strive to deliver the best payroll/tax product and service possible. Please evaluate your current status in the payroll/tax and related HR areas and let us know anytime there is an issue you need a solution for, whether it is in the service area or additional product(s). We are confident that our advanced software and hardware technology will enable us to provide solutions to your needs.