

Columbia EDP Center, Inc.

News you can use

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Missouri Unemployment taxable wage base set

The Missouri Division of Employment Security has set the taxable wage base for 2006 for unemployment purposes. The amount of wages per employee that an employer must pay contributions on will stay at \$11,000 for 2006. You should be receiving your new contribution rate for 2006 in the mail soon, please remember to forward it to us.

Social Security Wage Base for 2006

The Social Security Administration has announced that the 2006 social security wage base will be \$94,200. This represents a \$4,200 increase over the 2005 wage base of \$90,000. This wage base is in effect for the OASDI portion (6.2%) of FICA tax only. The Medicare portion (1.45%) is based on all wages with no ceiling.

IRS Announces Pension Plan Limitations for 2006

The IRS has announced the new limits for pension plans for 2006. The new deferral limit for 401(k), 403(b), and 457 plans is \$15,000, up from \$14,000 for 2005. Employees who reach age 50 and above in 2006 can contribute additional "catch-up" contributions in the amount of \$5,000, up from \$4,000 for 2005. The deferral limit for Simple IRA's is remaining unchanged at \$10,000. However, employees who reach age 50 or above in 2006 can contribute an additional \$2,500 in "catch-up" contributions, up from \$2,000 for 2005.

Certified Payroll Professionals now on staff!

We are very pleased to announce that two of our employees, Kami Wimer, Tax Manager, and Terri Thomas, Customer Service/Support, have successfully completed the extensive course of study and examination requirements offered by the American Payroll Association (APA) to achieve the Certified Payroll Professional (CPP) designation. Payroll professionals are knowledgeable in all aspects of payroll, stay abreast of changes in processing technologies and, through independent research, remain current with the legislative and regulatory environment applicable to the payroll industry. A payroll professional must be proficient in all aspects of taxation and tax reporting, information technology, human resources (including benefits), and accounting as each of these relate to the payroll environment. Since 1985, the American Payroll Association has offered certification to recognize those who have achieved a professional skill level. Congratulations Kami and Terri for earning the CPP designation from APA!

Workers' Compensation Insurance now available at Columbia EDP

We understand how tough it can be to manage your workers' compensation insurance. That's why we've partnered with Naught-Naught Agency and GE Insurance Solutions (an A rated carrier) to bring you a new workers' compensation program designed to cash flow your insurance premiums alongside our payroll service and virtually make you audit proof. This unique program is "Pay-As-You-Go", is only available through your payroll provider and offers a very competitive premium based on the wages you pay each pay period. You pay an affordable one-time premium deposit, up front, which is 1/12th of your annual premium plus a \$200.00 expense constant. We do the rest! We calculate and collect the premiums each payday and forward the reports and premiums to Naught-Naught. We think you will be very pleased with the savings on processing fees and premiums. We are very excited to bring you this program and hope to continuously add value to your business. If you would like more information regarding this program please contact us today.

A few reminders for you

- ❖ Payrolls in by 9:00 am are processed that day and are ready for distribution after 3:00 pm that day!
- ❖ Please remember to call in, fax or email your payroll no later than 2 banking days prior to your check date by 9:00 am to insure your employees direct deposits reach their accounts on time.
- ❖ Please total all columns on your Input Worksheet with a grand total on the last page.
- ❖ Verify your check and pay period dates on your Input Worksheets every payroll. If incorrect, please correct on the input worksheet and the fax cover letter as well.

Additional services offered by Columbia EDP Center, Inc.

- ❖ **ESheets** – This is an excel spreadsheet that we set up for you that resembles your current Input Worksheet that can be emailed to our designated email address. This eliminates the hassle of the busy signal on our fax machines on busy days. There is no additional charge for this option.
- ❖ **Remote PC product** – Have your company and employee data at your fingertips. Print or reprint any report on our system (except for tax returns). You have control over your payroll information. You key your new employees and enter their hours – once you preprocess you can tell if the checks are the way you intended them to be before we process and print them. We do the processing and the tax deposits and returns. The system is password protected and secure. When you first sign up, you will need to go to our website and do the initial download and simple install. The process is very quick and easy. Our server will automatically update your pc with patch updates periodically. New releases/software upgrades may require an additional download and simple install. There is no additional charge for this option, and you even save money by printing your own reports!
- ❖ **Time and Attendance** – Using our system is easy and affordable. You can purchase a clock terminal and time cards from us, or simply use the web version and your employees clock in and out from our website. You can view and edit your employees time from our website as well. Contact us for a quote and visit our website www.columbiaedp.com for more information and a demo.
- ❖ **Time off accrual tracking** – Give us your time off policy and your employee balances. We create the tables based on your company policy and set the employees up on those tables with their balances. Report the hours used to us through payroll, if you aren't already, and the employees can see their remaining balance on their check stub. We can produce a report showing activity and balances as often as you need it – the report is \$5.00 (free with remote product). Tracking and showing activity and balance(s) on the employee's check stub is no charge.
- ❖ **General Ledger** – Give us your chart of accounts or a previous entry you made from our reports and we can create a general ledger report for you each payroll. Using our Remote Application and an additional item, you can create a file that imports into many accounting systems. The General Ledger report is \$5.00 (free with the remote product).
- ❖ **HR Software** – We have available a comprehensive HR software that interfaces with our payroll software. Save yourself from double entry.
- ❖ **Worker's Compensation** – Struggling with worker's comp? Contact us today for a solution that can fit your needs. Need help with an audit? Contact us for the reports and forms necessary to answer that auditor's questions.
- ❖ **Benefits Administration** - Want to set up a 401(k) or other retirement plan or a Section 125 cafeteria plan and not sure where to start? Let us know. We have the answer for you. Don't want the hassle of sending the information to your current 401(k) or other retirement plan each payroll? We can send it for you!
- ❖ **Custom Programming/Data Entry** – Contact us with any custom programming or data entry needs you may have! We can help.

We are very appreciative of your business and strive to deliver the best payroll/tax product and service possible. Our most important goal is for you to be completely satisfied with our service, product and price. 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). The above list of additional services may include things you are interested in but didn't know we had or, perhaps there are other services you require that do not appear on this list. Please let us know. It is very likely we have the capability to provide the solution for you. We are confident that our advanced software and hardware technology will enable us to provide solutions to your needs in a very professional manner.

Contact either Terri Thomas or Theresa Kite at 573-474-8431 for more information about any of the above mentioned services.

If you would prefer to receive this via email, please send an email to tthomas@columbiaedp.com or call us and let us know!