

Paychex Offers Three Tips to Maximize Your Business' Payroll Operations

ROCHESTER, N.Y.--(BUSINESS WIRE)-- As a kick-off to National Payroll Week, celebrated nationwide September 1-5, 2014, Paychex, Inc., one of the nation's leading providers of payroll, human resource, insurance, and benefits outsourcing solutions for small- to medium-sized businesses, offers three key tips for maximizing your business' payroll operations.

While the traditional [benefits of outsourcing payroll](#) – saving money, reducing errors, enhancing security, and providing you with more time to run your business – still exist, in today's climate, improving technology and streamlining operations offer business owners even more opportunity for flexibility and efficiency.

"National Payroll Week is an ideal time for business owners to take a closer look at how they process their payroll and evaluate potential new opportunities, thanks to enhanced technology," said Martin Mucci, president and CEO of Paychex. "A small business' partnership with a world-class payroll provider, such as Paychex, takes a cutting edge and streamlined approach to payroll, and depending on their needs, benefits and HR services, making for a more efficient back office."

Here are three tips to maximize your business' payroll operations:

- **Embrace Mobility**

Thanks to advances in mobile technology, employers today have the opportunity to offer their employees information on-the-go and at their fingertips. Continuing to handle payroll efforts in-house hinders or eliminates this option altogether. Electing to outsource payroll allows business owners to take advantage of a [vendor's mobile capabilities](#), without the worry and cost of developing and maintaining an internal application. Mobile apps, such as Paychex's, offer employees easy access to pay stubs, W-2 forms, direct deposit information, and 401(k) and benefits information, all with a single sign-on at any time. Granting mobile access to employees saves valuable time and helps minimize paper consumption.

- **Leverage Integration**

Navigating employee benefits and 401(k) processes can be daunting, but [payroll vendors offer integration](#) solutions to help ease the burden. Integrating employee benefit and retirement plans with payroll services not only saves time and effort, but it ensures that contributions are transferred correctly and recording plan data is complete and accurate. In addition, given the current regulatory environment where employer obligations change at a rapid pace, integration gives the business owner peace of mind.

- **Welcome Automation**

Small business owners have enough to worry about when it comes to everyday

business operations. Payroll does not have to be one of those worries, as outsourcing creates automation in the business process. Automation minimizes inefficiencies and eliminates the need for handwritten checks, in-house bookkeeping, and [paper employee time cards](#), along with streamlining direct deposit processes in order to save employees a trip to the bank.

For more tips on how to maximize business operations through outsourced payroll, HR, and benefits operations, visit www.paychex.com.

About Paychex

Paychex, Inc. (NASDAQ:PAYX) is a leading provider of payroll, human resource, and benefits outsourcing solutions for small- to medium-sized businesses. The company offers comprehensive payroll services, including payroll processing, payroll tax administration, and employee pay services, including direct deposit, check signing, and ReadyChex®. Human resource services include 401(k) plan recordkeeping, section 125 plans, a professional employer organization, time and attendance solutions, and other administrative services for business. A variety of business insurance products, including group health and workers' compensation, are made available through Paychex Insurance Agency, Inc. Paychex was founded in 1971. With headquarters in Rochester, New York, the company has more than 100 offices serving approximately 580,000 payroll clients as of May 31, 2014. For more information about Paychex and our products, visit www.paychex.com.

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Source: Paychex, Inc.