



Standard Payroll Reports

Each Payroll Process

Standard Reports

Check Register*	Employee Department Analysis
Check Reconciliation Report*	General Ledger Report
Cash Analysis*	
Direct Deposit Report*	
Department Summary*	
Tax Liability*	
Timesheet*	

* Always included in payroll packet.

Other reports are optional and can be turned off, either permanently or on a per payroll basis.

Custom Reports

Vacation/Sick Accrual Report	Child Support Report
PTO Accrual Report	Tips Analysis Report
401K Benefit Report	Tax Liability by Division/Department
Simple Benefit Report	Tax Liability by Employee

Standard Online – Custom Report Writer

Payroll Online Reports	From-To Check History
Check Reconciliation	From-To Gross Pay/Employee
Check Reconciliation (Manual Checks)	From-To Gross Pay/Period
Check Reconciliation (Vendor Only)	Roster by Department
Company EEO Detail	Salary by Job Description
Employee Birthdays	
Employee Compensation	
Employee EEO Detail	
Employee Job Data	
Employee Listing	
Employee Name & Address	
Employee PTO Balance	
Employee Rate Review2	
Employee Seniority List	
Employee Termination Report	
Employee W-4 Info	
Employee YTD PTO Balance	
Employment Information	

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