Sage Payroll Solutions

Data Sheet

Sage Quickpay

Over 5,000 satisfied customers use Sage Quickpay to automate their payroll processing. Simple enough to be mastered in minutes yet smart enough to take care of all your payroll needs, automatically.

Whether or not you have any previous experience or knowledge of payroll software, Sage Quickpay is an efficient and effective automated solution that saves you significant time and manual effort, ensures accuracy, and ultimately increases your profits.

With a user-friendly interface, Sage Quickpay will calculate Nett-to-Gross and Nett Pay, tax and PRSI at the touch of a button. Sage Quickpay produces a wide range of reports including Revenue returns and it takes time-consuming payroll functions, like PRSI switching, in its stride.

Quickpay can be upgraded from the smallest system in the range, Quickpay 10, to Quickpay Standard or even to Quickpay Plus. For companies that need to process a number of different payrolls, Quickpay Plus Bureau caters for up to 99 employees and offers 5 companies as standard.

PAYROLL INTEGRATION

Accurate and up-to-date information fed into your accounting package will give you increased efficiency and more control over your business processes. Sage Quickpay Plus includes a Nominal Report that integrates with the Nominal Ledger in Sage Instant Accounts and Sage Line 50.

	Quickpay Standard	Quickpay Plus
All standard pay frequencies	✔	✔
Nett to Gross calculation	✔	✔
Automatic calculation of Tax & Emergency tax	✔	✔
Automatic PRSI switching	✔	✔
3 payment methods, Cash, Cheque and Paypath	✔	✔
10 Hourly type payments	✔	✔
10 Value type payments – Taxable or Non-taxable	✔	✔
10 Voluntary deductions – Gross or Nett	✔	✔
Deductions can be set up as a percentage or a fixed amount	✔	✔
Caters for PRSA pension deductions & file export	✔	✔
Employer Contributions	✔	✔
Multi-company	✔	✔
Display the timesheet on screen instantly	✔	✔
On-line Help system	✔	✔
Automatically calculates the monthly P30 return	✔	✔
Comprehensive reports for all your payroll needs	✔	✔
Employee Tax Deduction cards automatically updated each pay period	✔	✔
Print to laser or dot-matrix printers	✔	✔
Nominal report		✔
Nominal link to Sage Instant, Line 50 & TAS Books 2 & 3		✔

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active support for your business

Sage Quickpay
Key Features and Benefits

Save time calculating your payroll

Sage payrolls comply with all the Revenue Commissioners' requirements (PAYE, Emergency Tax, Disability payments). PRSI switching is also catered for so employees always contribute the correct amount, even if their pay changes regularly.

Nett-to-Gross calculations made easy

Quickly calculate employee's Nett Pay by using the Nett-to-Gross option. Sage Quickpay will automatically adjust and take into consideration the employee's PRSI class, Tax Credit and Standard Rate Cut-off amounts.

Make paying your employees easier

By using the Paypath facility in the payrolls, you can create the Paypath bank payment file at the touch of a button and simply send the details to the bank. Payments by cheque and cash are also facilitated.

Comprehensive employee records

Gives you quick access to all current personnel details that also include all tax details, rates of pay and year-to-date figures.

Payslip printing

Prints payslips (including the employer's copy) and cheques onto pre-printed stationery.

Easy Tax Year End processing

When you take out SageCover for Quickpay, you are sent a detailed checklist at the Tax Year End to guide you step-by-step through this complex area. It covers everything from producing all the necessary year-end reports to preparing for the new tax year. Changes in payroll legislation are also described to keep you up to date.

Statutory forms

Produces all the statutory reports required – P60, P35 print and file plus a P45 replica form with all the necessary details.

Keep track of the costs of paying your employees

All businesses need to know the costs they are incurring - and the payroll is no different. Sage Quickpay can produce a simple Costing Report that lists all the costs to the employer; Gross Pay, PRSI payments and employer contributions such as pensions. The employees can also be grouped together under different Cost Codes for totals per Cost Code.

Link Quickpay Plus to your accounting package

Transfer Nominal figures directly from Quickpay Plus to your accounting package to save time and reduce the risk of keying errors.

Sage Quickpay Entry level	No. of employees	Standard No. of companies
Quickpay 10	10	1
Quickpay	30	1
Quickpay Plus	99	1
Quickpay Plus Bureau	99	5

NEED TO PROCESS MORE THAN 1 COMPANY'S PAYROLL?

Sage Quickpay is a versatile payroll system that allows you to licence up to 25 additional company names with Quickpay Standard, Quickpay Plus and Quickpay Plus Bureau. So, if you need to process the payroll for more than 1 company, simply licence the new company name on your exisitng Quickpay product. Each payroll remains completely independent but you have the convenience of holding them all within the one payroll system.

Recommended System Requiremnets

- A PC-compatible Pentium processor or greater
- At least 32 Mb RAM (64 Mb for Windows 2000 Professional)
- Minimum 30 Mb after Windows has been installed for Quickpay
- Recommended SVGA resolution monitor (800 X 600) supported by Windows
- CD-ROM drive and A: drive
- Microsoft compatible mouse
- Printer supported by Windows
- Windows 98, NT v4 or 2000 Professional, XP & ME

For further information on any Sage accounting or business solution, contact your nearest Sage reseller or call us on

1800 255 300

Visit our website at www.sage.ie

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