



Simple.
Convenient.
Smart.



Payroll from Complete Payroll, Inc.

We Guarantee Our Services!

PAYROLL SERVICES FROM COMPLETE PAYROLL

Whether you are looking to outsource your payroll for the first time or are looking to replace your current payroll provider, Complete Payroll is your answer.

As a locally owned and operated firm, we have advantages that the national firms just can't match. From our written 5-star guarantee, to dedicated, personalized service, we are the service of choice among business owners. Plus we're backed by the expert knowledge of SMT & Associates, a licensed CPA firm located in the same building.

Simple

Once you've completed our easy conversion to our payroll service, the only thing you need to worry about is giving us your payroll data each payroll. We worry about the rest.

Convenient

We provide the tools you need to make each payday easy. We prepare the checks, take care of payroll taxes and file your payroll forms on time, every time.

Smart

Outsourcing your payroll is the smart thing to do so you can focus on growing your business.

Our Services Include

- Check writing
- Direct deposit
- Payroll tax impound
- We make all tax payments (guaranteed on-time!)
- Quarterly payroll tax forms
- Year-end Forms W-2 for your employees
- State new hire reporting
- Full payroll reporting package
- Checks drawn on our bank eliminates your time reconciling
- Optional integrated 401(k)

Complete Payroll, Inc.

380 N. Terra Cotta Rd., Unit D · Crystal Lake, IL 60012 · 815.788.2932 · www.completepayrollinc.com

Compare Us to the National Firms!



	Complete Payroll	ADP	Paychex
Ownership	Privately owned by local Illinois resident	Publicly held and stock traded on NASDAQ	Publicly held and stock traded on NASDAQ
Corporate Headquarters	Crystal Lake, IL	New Jersey	New York
Easy to understand fee quotation with ALL fees disclosed up front	Yes	No	No
Personal payroll specialist assigned to your account	Yes	No	No
Expert Knowledge	Yes	No	No
Personal Service	Yes	No	No
Has written 100% guarantee	Yes	No	No
Has written no-penalty guarantee	Yes	No	No
Supported by Illinois licensed Certified Public Accounting Firm	Yes	No	No

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Does YOUR payroll company offer these guarantees and back it up in writing?

We do!

100% Satisfaction Guarantee

Your complete satisfaction is our goal. If for any reason we fail to live up to our commitments, we will refund our fee for that payroll processing period. For new clients, if you're not happy with our service, we will refund all of our service fees for the first 60 days.

100% Accuracy Guarantee

Our processes are designed to process payroll with calculations that are accurate. We will process your payroll and related tax calculations 100% accurately.

On-Time Payroll Processing Guarantee

We promise to process your payroll on-time, every time.

100% No Penalty Guarantee

If the data you supply is accurate, on time, and your bank account is sufficiently funded, your payroll tax deposits and filings will be on time and accurate or we'll pay the resulting tax penalty.

One-Hour Callback Guarantee

We know how important having access to our staff is to you. If we are unable to immediately take your call on your processing date, we promise to return your call within one hour.

100% 60 Day, No-Risk Guarantee

We are so confident that you will find our service as we claim it to be, we offer a 30-day, no-risk, money back guarantee.

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