

Smart Solutions To Put You In Control

Your Payroll Partner

CertiPay was formed as a collaborative effort to provide consulting services to our clients to help you operate your business more efficiently. We know that it is challenging for companies to maintain a focus on critical functions, such as back-office needs and issues which can become a distraction to frontline revenue drivers.

With CertiPay, you and your employees can focus on your core business rather than time-consuming paperwork required for managing employee benefits, business insurance, payroll processing and time and attendance. Our group of technology experts and web-based applications help our clients **CONTROL** operations, **ATTAIN** financial objectives, **ADAPT** to economic changes, and **GROW** in today's demanding business environment.



Our Commitment...

"CertiPay is committed to providing value driven solutions for our clients by continually improving the way they process Payroll and manage Human Resources."

Our Philosophy is based on live people extending the human touch.

Our Goal is to make every client feel like they are our only client.

Our Future is determined by our ability to deliver first class solutions for an ever changing environment.



Our Services...



At CertiPay, we empower clients to manage all aspects of human resources data. CertiPay's supercharged technology is based upon a Payroll and HR Platform that communicates "bi-directionally." This means that when you input information into the Payroll platform, the HR system automatically updates, and vice versa. This technology can save you valuable time and frustrating input errors with its "bi-directional" communication. No more redundant entries! No more trying to recall which aspects of your database have already been touched! Imagine, updating all information with just a single entry. CertiPay is technology that puts you in control.

The solutions that CertiPay offers fall into four categories:

- Payroll
- Human Resources
- Time and Attendance
- Benefits Administration

Payroll ...

We pride ourselves on providing comprehensive human resources solutions, seamlessly and efficiently. Our payroll platform, coupled with our human resources management technology platform, supports companies of all sizes across various industries. With CertiPay, clients can transmit their payroll anytime, 24 hours a day, 7 days a week, and then receive their completed payroll electronically within 15 minutes using the Internet. This "real-time" payroll service is just another advantage to using CertiPay. Further, easy remote access gives you the ability to control multiple location data submission from a single console, and it gives you the freedom to roam from location to location maintaining the same access to payroll data.



Human Resources ...



From recruitment, to retention, and risk management, we streamline:

- Pre-Employment
- Benefits Administration
- Employee Management
- Risk Management

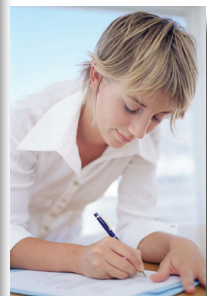
Put simply, we consolidate your human resources activities to help improve data accuracy and reduce the administrative workload. We assess your current and future needs to implement systems fostering employee productivity. Our assessments also help us promote the best practices to prevent employment-related claims and lawsuits.

Time & Attendance ...

At CertiPay, we recognize that your company's most valuable asset is your workforce. Protect your company and your employees by updating your time and attendance system. CertiPay's advanced and seamless system saves managers countless hours of administrative time, allowing you to focus on the human aspects of human resources. Our time and attendance solutions give you the ability to plan, track, and transform basic data into information that can improve employee productivity and boost your bottom line.



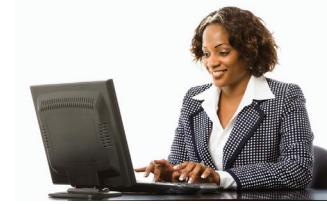
Benefits Administration ...



CertiPay's online benefits administration system integrates seamlessly with Payroll for an easier way to help you manage your open enrollment and new hire elections. Access electronic records with the click of a button. Our enrollment solution was designed to be very good at one thing – managing employee enrollment in benefits, while solving the limitations of other systems.

- Customized enrollment system
- Provides both Open Enrollment and New Hire Elections
- Excel based census upload wizard to load employee data
- Electronic data output files created for all elections

Software ...

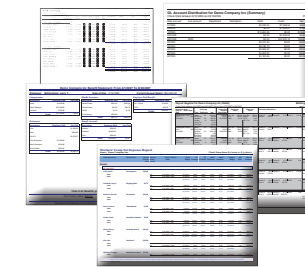


CertiPay offers easy-to-use software solutions, and we provide the training and support necessary to help you maximize all that this technology can offer. In conjunction with CertiPay's payroll and human resources "bi-directional" communications capabilities, our time and attendance system integrates seamlessly to collect and synthesize labor force data, saving you time to focus on the human aspects of human resources. Imagine all of your human resources data organized into one easy-to-use system that can handle your payroll needs, from time clocks to paycheck processing. CertiPay's time and attendance system works seamlessly with the payroll and human resources platforms, effectively enabling you to free up valuable time by automating several tedious administrative tasks.

To ensure you are comfortable with using our cutting-edge technologies, we offer:

- **Training:** For your convenience, training for CertiPay Real-Time Payroll Product or Time and Attendance solution is provided in live class settings on-site or electronically.
- **Equipment Implementation:** Implementation specialists ensure your time and attendance set-up is running properly from the start.
- **Maintenance:** CertiPay's maintenance programs are competitively priced and provide maximum protection on your software and hardware investment.

Reports ...



CertiPay's easy-to-use and multi-dimensional reports provide invaluable information for assessing and presenting human resources information. While reduced redundancy and full-time system access rank as our clients' top reasons for choosing CertiPay, our comprehensive reports are often cited as a client favorite. CertiPay offers access to over 50 standard reports to simplify reporting in any time frame and in multiple formats. Further, the technology allows you to customize and export reports using CertiPay's fully integrated report writer. The system can even be set to remind you of important dates such as payroll, holidays, insurance eligibility, benefits meetings, and more!

Additionally, you can generate complete pay history, including, but not limited to:

- Rate/Salary Changes
- Status Changes
- Reason Codes
- Associated Supervisor/ Department/ Job Code/ Job Description
- Individual File Notes

CertiPay is committed to excellence through leading-edge products and consultative services tailored to improve business performance.

Ask us about...

- Web-based Applications
- Benefits Administration
- Workers Compensation Administration
- COBRA / HSA / FSA Administration
- HR Compliance Services
- 401k Interfaces
- Custom GL Interface
- Hiring Management System (Applicant Tracking)
- Background Screening
- Employee Self-Service
- Time Keeping
- Pay Cards

