

# Ledger/Payroll™

*Make payday painless with payroll management.*

Take the hassle out of preparing and managing your office's payroll with PDS Ledger/Payroll. This program integrates with PDS Ledger™, enabling you to quickly prepare payroll for salaried, hourly, exempt, and contract employees.

Problem to Solve:	PDS Ledger/Payroll Solution:
Parish administrators need efficient employee management.	Easily track all of your employees and their positions in PDS Ledger/Payroll. With the user-friendly screens, easily add address and contact information, pictures, evaluations, benefits, and tax information for one or multiple positions per employee. Plus, easily accrue vacation and sick time in the program.
Parish staff need easy end-of-period payroll processing.	PDS Ledger/Payroll posts all federal and state tax table changes as they occur so you can download all updates quickly. All of your monthly, quarterly, and yearly needs are met, including automatically calculating wages, withholdings, salaries, tax liabilities, and benefits. Create and print federal and state reports.
Parish staff should not be stressed during tax time.	PDS Ledger/Payroll understands the special rules around handling differences between the IRS and SSA for clergy compensation. Quickly fill out and print W-2, W-3, 1099, 1096, and 941 reports. Plus, Tax E-File makes it easy to file federal and state forms electronically.

## Key Features:

- Track employee information and position(s)
- Track (and accrue) vacation and sick leave, as well as worker's compensation
- Customize additions and deductions
- Print paychecks, utilize direct deposit, or both
- Print state and federal tax forms
- Electronically file tax forms using PDS Tax E-File™
- Employees can log in and view their personal information, pay history, and time-off information through Employee Self Service (ESS)
- Full functionality of PDS Ledger including:
  - Cash or accrual basis accounting
  - Budgets
  - Checks
  - Direct deposit
  - Transactions
  - And much more...
- Control who has access and permissions
- Select from dozens of predefined reports or design your own
- Export reports or use Easy Report to simply select the fields you want to print
- Electronically share financial data with the Diocese when used as part of the Diocesan Financial Solution

800.892.5202

[parishdata.com/payroll](http://parishdata.com/payroll)