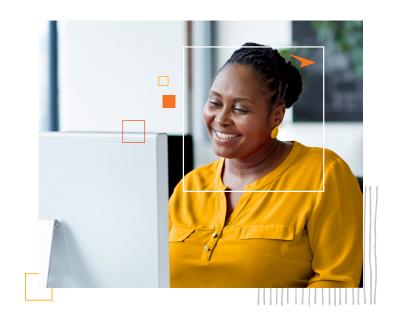
Paycor's Guide to End of Year Payroll

We know Year End is a busy time, but it doesn't have to be confusing. When thinking about Year End, don't get overwhelmed!

Remember that it all comes down to these 3 steps:

- 1. Check employee and employer indicative data
- 2. Check wage, tax, and benefits data
- 3. Check for special procedures



Sounds easy, but as with many things in life, the devil's in the details. Don't worry, we'll walk you through everything you need to know, step by step. **To help ensure your success**, we've created this 2023 Year End Guide.

Self-Service Links:

BONUS RUNS

- Pay Employees Bonus Runs (Bonus Earning)
- Grossing Up a Bonus Check

HEALTH SAVINGS ACCOUNTS

- Health Savings Account (HSA) Employer
 and Employee Setup
- Health Savings Account (HSA) Overview

THIRD PARTY SICK PAY (3PS)

- <u>Third Party Sick Pay (3PS): Overview</u>
- <u>Third Party Sick Pay (3PS): Adding</u> <u>Earnings and Deductions</u>

PERSONAL USE OF AUTO (PAUTO)

Personal Use of a Company Vehicle (PUCV)

DEDUCTION CAPS

Managing Employee Deductions
 and Deduction Caps

GROUP TERM LIFE

Group Term Life

YEAR-END SUPPORT

Year- End FAQ



Have Questions About Year End? Chat with us at: <u>Support@Paycor.com</u> | <u>855-565-3285</u>

