

**Payroll Sample Client  
Preprocessing Summary - COVID-19**

All Bank Accounts  
All Dates

Bank Name	Routing Number	Account Number	Description	Amount	Total
<b>Cash Required for Net Pay and Electronic Funds Transfer (EFT)</b>					
067893454	067893454	123456789	Net Pay Distributions		
			Net Direct Deposits	2,625.98	
			Net Checks	4,111.44	
			<b>Net Pay</b>		6,737.42
067893454	067893454	123456789	Employee Taxes		
			FICA-SS	551.76	
			FICA-MED	129.04	
			FIT	626.72	
			Michigan SIT	331.71	
			California SIT	42.85	
			California SDI	24.26	
			Employer Taxes		
			ERFUTA	53.40	
			ERFICA-SS	468.70	
			ERFICA-MED	129.04	
			California SUI	87.33	
			Michigan SUI	181.26	
			Less COVID-19 Tax Deferrals & Credits		
			CARES Act Employer FICA-SS Tax Deferral	468.70	
			FFCRA Sick Leave Credit Available	1,339.74	
			FFCRA Employer FICA-MED Credit Available	19.43	
			FFCRA Credit Applied	1,359.17	
			<b>Taxes Total</b>		798.20
			<b>Payroll Total</b>		<b>7,535.62</b>

**Cash Required for Balance of Payroll**

067893454	067893454	123456789	Deductions		
			401(k)	395.52	
			Medical Insurance	126.61	
			FSA	60.00	
			Employer Contributions		
			401(k) Match	369.55	
			<b>Payroll Total</b>		<b>951.68</b>

**Total Cash Required**

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Bank Name	Routing Number	Account Number	Description	Amount	Total
<b>Total Cash Required for this Payroll</b>				<b>8,487.30</b>	

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Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount	
<b>Work Location: Ann Arbor Location</b>											
<b>Department: Management</b>											
<b>1</b>	<b>Eddington, Terry J</b>							<b>Check # Pending</b>			<b>07/10/20</b>
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	128.98	401(k)	126.92	
Salary	2,115.38	80.0000	0.0000	0.0000	0.0000	2,115.38	FICA-MED	30.16	Medical Insurance	35.17	
							FICA-MED2	0.00			
							FIT	235.65			
							Michigan SIT	83.01			
Totals		80.0000	0.0000	0.0000	0.0000	2,115.38		477.80		162.09	
									<b>Net Direct Deposit</b>	1,475.49	
									<b>Net Pay</b>	<u>1,475.49</u>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 6.0000  
Vacation Used: 0.0000 Accrued: 8.0000

**Direct Deposit Distributions**

Routing Number: 031000053 Account Number: 1111111222 Amount: 1,475.49

**Company Expenses**

ERFUTA: 12.48 ERFICA-SS: 128.98 ERFICA-MED: 30.16 Michigan SUI: 58.25 401(k) Match: 126.92

**Work Location: Ann Arbor Location**  
**Department: Office staff**

<b>2</b>	<b>Harmon, Sarah W</b>							<b>Check # Pending</b>			<b>07/10/20</b>
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	52.08	401(k)	50.40	
Wages	10.50	80.0000	0.0000	0.0000	0.0000	840.00	FICA-MED	12.18	FSA	60.00	
							FICA-MED2	0.00			
							FIT	33.19			
							Michigan SIT	33.56			
Totals		80.0000	0.0000	0.0000	0.0000	840.00		131.01		110.40	
									<b>Net Check</b>	598.59	
									<b>Net Pay</b>	<u>598.59</u>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 1.5360  
Vacation Used: 0.0000 Accrued: 3.0800

**Company Expenses**

ERFUTA: 5.04 ERFICA-SS: 52.08 ERFICA-MED: 12.18 Michigan SUI: 23.52 401(k) Match: 50.40

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Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount	
<b>5</b>		<b>Spencer, Rodney H</b>						<b>Check # Pending</b>		<b>07/10/20</b>	
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	35.94	401(k)	17.39	
Wages	9.50	0.0000	0.0000	0.0000	0.0000	0.00	FICA-MED	8.41			
COVID-19 Child Care	7.25	80.0000	0.0000	0.0000	0.0000	579.74	FICA-MED2	0.00			
							FIT	10.47			
							Michigan SIT	23.90			
<b>Totals</b>		<u>80.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>579.74</u>		<u>78.72</u>		<u>17.39</u>	
									<b>Net Check</b>	483.63	
									<b>Net Pay</b>	<u>483.63</u>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 1.5360  
 Vacation Used: 0.0000 Accrued: 3.0800

**Company Expenses**

ERFUTA: 3.48 ERFICA-MED: 8.41 Michigan SUI: 16.23 401(k) Match: 17.39

<b>6</b>		<b>Sanders, Ellen E</b>						<b>Check # Pending</b>		<b>07/10/20</b>	
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	47.12	401(k)	26.60	
Wages	9.50	0.0000	0.0000	0.0000	0.0000	0.00	FICA-MED	11.02			
COVID-19 Self Care	9.50	80.0000	0.0000	0.0000	0.0000	760.00	FICA-MED2	0.00			
							FIT	27.57			
							California SIT	0.00			
							Michigan SIT	31.17			
							California SDI	0.00			
<b>Totals</b>		<u>80.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>760.00</u>		<u>116.88</u>		<u>26.60</u>	
									<b>Net Check</b>	616.52	
									<b>Net Pay</b>	<u>616.52</u>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 1.5360  
 Vacation Used: 0.0000 Accrued: 3.0800

**Company Expenses**

ERFUTA: 4.56 ERFICA-MED: 11.02 Michigan SUI: 21.28 401(k) Match: 26.60

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Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount	
<b>8</b>											
		<b>Beards, Jonathon T</b>							<b>Check # Pending</b>		<b>07/10/20</b>
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	46.47	Medical Insurance	30.48	
Wages	9.75	80.0000	0.0000	0.0000	0.0000	780.00	FICA-MED	10.87			
							FICA-MED2	0.00			
							FIT	27.26			
							California SIT	0.00			
							Michigan SIT	19.11			
							California SDI	3.00			
Totals		80.0000	0.0000	0.0000	0.0000	780.00		106.71		30.48	
									<b>Net Check</b>	642.81	
									<b>Net Pay</b>	642.81	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 1.5360

Vacation Used: 0.0000 Accrued: 3.0800

**Company Expenses**

ERFUTA: 4.50 ERFICA-SS: 46.47 ERFICA-MED: 10.87 California SUI: 10.79 Michigan SUI: 12.59

**Payroll Sample Client  
Preprocessing Summary - COVID-19**

All Bank Accounts  
All Dates

Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount
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**Work Location: Ann Arbor Location**  
**Department: Auxiliary staff**

<b>3</b>		<b>Cooper, Dennis B</b>					<b>Check # Pending</b>		<b>07/10/20</b>	
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	45.88		
Wages	9.25	80.0000	0.0000	0.0000	0.0000	740.00	FICA-MED	10.73		
							FICA-MED2	0.00		
							FIT	28.23		
							Michigan SIT	31.45		
Totals		80.0000	0.0000	0.0000	0.0000	740.00		116.29		0.00
									<b>Net Check</b>	623.71
									<b>Net Pay</b>	623.71

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 1.5360  
Vacation Used: 0.0000 Accrued: 3.0800

**Company Expenses**

ERFUTA: 4.44 ERFICA-SS: 45.88 ERFICA-MED: 10.73 Michigan SUI: 20.72

<b>4</b>		<b>Fink, Chester A</b>					<b>Check # Pending</b>		<b>07/10/20</b>	
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	45.88		
Wages	9.25	80.0000	0.0000	0.0000	0.0000	740.00	FICA-MED	10.73		
							FICA-MED2	0.00		
							FIT	63.67		
							Michigan SIT	31.45		
Totals		80.0000	0.0000	0.0000	0.0000	740.00		151.73		0.00
									<b>Net Check</b>	588.27
									<b>Net Pay</b>	588.27

**Company Expenses**

ERFUTA: 4.44 ERFICA-SS: 45.88 ERFICA-MED: 10.73 Michigan SUI: 20.72

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All Bank Accounts  
All Dates

Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount	
<b>Work Location: Fresno Location</b>											
<b>Department: Management</b>											
<b>7</b>	<b>Anderson, Abigail A</b>						<b>Check # Pending</b>				<b>07/10/20</b>
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	105.42	401(k)	129.81	
Salary	1,730.77	80.0000	0.0000	0.0000	0.0000	1,730.77	FICA-MED	24.65	Medical Insurance	30.48	
							FICA-MED2	0.00			
							FIT	163.32			
							California SIT	42.85			
							Michigan SIT	66.75			
							California SDI	17.00			
<b>Totals</b>		<u>80.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>1,730.77</u>		<u>419.99</u>		<u>160.29</u>	
									<b>Net Direct Deposit</b>	<b>1,150.49</b>	
									<b>Net Pay</b>	<b>1,150.49</b>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 6.0000  
 Vacation Used: 0.0000 Accrued: 8.0000

**Direct Deposit Distributions**

Routing Number: 041200050 Account Number: 7777777999 Amount: 287.62  
 Routing Number: 011900254 Account Number: 7777777888 Amount: 862.87

**Company Expenses**

ERFUTA: 10.20 ERFICA-SS: 105.42 ERFICA-MED: 24.65 California SUI: 61.21 401(k) Match: 103.84

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Pay Description	Rate	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount	
<b>Work Location: Fresno Location</b>											
<b>Department: Office staff</b>											
<b>9</b>		<b>Finnegan, Samuel E</b>						<b>Check # Pending</b>		<b>07/10/20</b>	
Bonus	0.00	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	43.99	401(k)	44.40	
Commission	0.20	0.0000	0.0000	0.0000	0.0000	0.00	FICA-MED	10.29	Medical Insurance	30.48	
Wages	9.25	80.0000	0.0000	0.0000	0.0000	740.00	FICA-MED2	0.00			
COVID-19 Self Care	9.25	0.0000	0.0000	0.0000	0.0000	0.00	FIT	37.36			
							California SIT	0.00			
							Michigan SIT	11.31			
							California SDI	4.26			
<b>Totals</b>		<u>80.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>740.00</u>		<u>107.21</u>		<u>74.88</u>	
									<b>Net Check</b>	557.91	
									<b>Net Pay</b>	<u>557.91</u>	

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 6.0000  
Vacation Used: 0.0000 Accrued: 8.0000

**Company Expenses**

ERFUTA: 4.26 ERFICA-SS: 43.99 ERFICA-MED: 10.29 California SUI: 15.33 Michigan SUI: 7.95 401(k) Match: 44.40

Check count = 9



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Pay Description	Reg Hours	OT Hours	DT Hours	Ben Hours	Amount	Withholding Taxes	Amount	Deductions	Amount
<b>Company Totals</b>									
Bonus	0.0000	0.0000	0.0000	0.0000	0.00	FICA-SS	551.76	401(k)	395.52
Commission	0.0000	0.0000	0.0000	0.0000	0.00	FICA-MED	129.04	Medical Insurance	126.61
Salary	160.0000	0.0000	0.0000	0.0000	3,846.15	FICA-MED2	0.00	FSA	60.00
Wages	400.0000	0.0000	0.0000	0.0000	3,840.00	FIT	626.72		
COVID-19 Child Care	80.0000	0.0000	0.0000	0.0000	579.74	Michigan SIT	331.71		
COVID-19 Self Care	80.0000	0.0000	0.0000	0.0000	760.00	California SIT	42.85		
						California SDI	24.26		
Totals	720.0000	0.0000	0.0000	0.0000	9,025.89		1,706.34		582.13
								<b>Net Check</b>	4,111.44
								<b>Net Direct Deposit</b>	2,625.98
								<b>Net Pay</b>	<u>6,737.42</u>

**Accruable Benefits**

Sick Used: 0.0000 Accrued: 18.0000  
 Vacation Used: 0.0000 Accrued: 24.0000  
 Sick Used: 0.0000 Accrued: 7.6800  
 Vacation Used: 0.0000 Accrued: 15.4000

**Company Expenses**

ERFUTA: 53.40    ERFICA-SS: 468.70    ERFICA-MED: 129.04    Michigan SUI: 181.26    California SUI: 87.33    401(k) Match: 369.55