

Full Service Program

Payroll & Billing

- Live Checks, Direct Deposit, Paycards, and E-Pay Stubs
- Your company name on the checks
- Benefit deductions and payment
- Positive Pay Fraud Protection
- Checks run with pay date you require
- Checks sent overnight to be in your office when you need them
- Invoices sent with your company name and logo
- As much detail as you need on the invoices – department listing, shifts, purchase order numbers, etc.
- Year end W-2s and 1099s
- Processing of internal payroll at no charge (Tricom does not fund internal payroll)
- Dedicated payroll specialist assigned to you

Accounting

- All accounting functions except corporate year end tax returns
- Federal and State quarterly tax payments made for you
- File quarterly and annual payroll taxes
- Deposit Federal and State withholdings
- Complete monthly financial statements (profit & loss and balance sheet) when you provide accounts payable information
- Depreciation schedules
- Dedicated accountant assigned to you

Cash Management

- Daily cash application, Monday through Saturday
- No holds placed on payments
- Payments posted six days a week, Monday through Saturday
- Workers' Compensation maintenance and support
- Workers' Compensation audit preparation
- Gross profits forwarded weekly
- Dedicated cash management specialist assigned to you

Portfolio Management

- Weekly review of your outstanding receivables
- Collection assistance at your request, done on your behalf with no mention of Tricom
- Complimentary credit summary reports on new customers
- Dedicated portfolio analyst assigned to you

Help Desk

- Staffed 7:00 am to 6:00 pm CT, Monday through Friday
- Available to answer questions and help when you need it

Reporting

- Weekly report outlining cash receipts, funding, fees, charge backs, etc.
- Workers' Compensation reporting