

Your business  
has a purpose.  
Focus on it.



# And leave the admin to GTM.

To successful businesspeople, it's an obvious fact: the more you focus on your core—your mission, your vision, your products and services, your people—the more value you'll create. That means offloading the endless details of payroll and HR administration that drain your productivity. Or, better still, handing them off to a firm with the size, services, and responsiveness you seek in any partner.

Welcome to GTM.

## **Expert. Responsive. 99% satisfaction.**

Founded in 1991, GTM processes more than \$1 billion in payroll every year for over 30,000 employees across the U.S. For eight years, we have made the Inc. 5000 list as one of America's fastest-growing companies.

That success comes from the cornerstone of our business: a level of responsiveness unsurpassed in the industry. Instead of getting lost in a phone tree, you have a direct line to your dedicated account manager. That account manager gets to know your payroll and HR like no one else. Behind that single point of contact is a network of certified payroll professionals, licensed insurance brokers, employment tax experts, CPAs, and PHR certified human resource professionals devoted to your service. This team of experts is available for in-person consultations and trainings when needed. Such responsiveness is one big reason our satisfaction rating exceeds 99%.

## **Your security is paramount.**

The security of your data must be beyond question. That's why GTM maintains compliance with SSAE-16, a standard for auditing business controls developed through the American Institute of Certified Public Accountants. This compliance ensures that our system is protected against unauthorized access, our processing integrity is uncompromised, and personal information is handled according to the highest standards of privacy.



*"GTM's software and payroll platform ensures we are compliant with prevailing wage regulations and documentation, which is a huge benefit for us."*

*RJ Valente Gravel*

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## All of Human Capital Management. All in one place.

- **Payroll.** Our core service enables you to maintain control of your payroll while GTM handles all processing and tax filings. Our long experience with employment tax and our staff's expertise keep your business in compliance. We provide labor allocation for multiple departments and locations, as well as standard reports and customized reporting designed for your needs. We'll also produce 401(k) contribution reports within your plan administrator's requirements, relieving you of this time-consuming responsibility.
- **Time and attendance.** GTM's automated timekeeping enables you to eliminate errors, reduce the cost of inefficient timekeeping methods, and stay in compliance with ever-changing labor regulations. We simplify your time tracking with online punch-in (or one of our plug-and-play time clocks). With our mobile app, you'll be able to manage time-off requests, clock employees in and out, use GPS to pinpoint location stamps on mobile punches, and more.
- **Human capital management solutions.** A single sign-on provides instant access to your HRIS portal, allowing you to manage all your benefits and other relevant information in one place, along with automating employee onboarding workflows. Meanwhile, your employees get access to their own portal, so they can check benefits information, manage time off, and print off key documents without disrupting HR. Moreover, as your business grows, you can add more features so your HRIS grows along with you. When our HRIS is combined with our payroll platform, you have a complete, single sign-on, recruitment-to-retirement HCM solution that provides a more engaged and connected workforce.

## Your business has more important things to do.

With GTM's extraordinary responsiveness, you reduce administrative costs, streamline processes, and stay in compliance with government requirements. And you do all this without taking your eye off your core business activities— the things only you, and your people, can do best. It's a proven path to future growth. Put your business on it.

To get a free personalized needs assessment or find out more, visit [gtm.com/business](http://gtm.com/business) or call 518-373-4111 today.

*Our responsiveness is one big reason our satisfaction rating exceeds 99%.*

*"GTM makes tracking complicated PTO policies simple with their user-friendly software, and because they are local, I can come into their office to work out issues and receive training in person."*

*DePaula Chevrolet*





## **GTM Payroll Services Inc.**

### **Office Locations**

GTM Headquarters

7 Executive Park Drive

Clifton Park, NY 12065

182 Ridge Street

Glens Falls, NY 12801

GTM.com/business

(518) 373-4111

The GTM team includes:

- CPAs & employment tax professionals
- American Payroll Association CPP & FPC certified payroll experts
- Licensed insurance brokers
- PHR certified human resource managers

