

You have
enough to do.



Leave your payroll to GTM.



The more you focus on your core business, the more successful you can be. So it makes sense to offload the endless details and complexities of payroll. Better still to hand them off to an expert—a partner who responds to you like they're part of your business.

Welcome to GTM.

Expert. Responsive. Right down the road.

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: the responsiveness you expect from a local company. We are locally owned and operated, most of our clients are right here in the Capital Region, and it feels that way. Instead of getting lost in voice messaging, you have a direct line to your dedicated account manager, who gets to know your payroll like no one else. It's one big reason our satisfaction rating exceeds 99%.

Payroll, Tax, HR, and Insurance. All in one place.

- **Payroll.** Accessible 24/7 from your nearest device, GTM iPay makes it easy to generate reports, download payroll data, and access tax returns. You submit your payroll hours—and maintain control—while GTM handles quarterly tax filings and direct deposits. And because we process your payroll locally, you gain flexibility for last-minute changes and updates.
- **Time and attendance.** GTM's automated timekeeping equips 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 by replacing messy time sheets with electronic punch-in (or one of our plug-and-play time clocks). Plus 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.

"The customer service team is proactive, which helps so much when an organization is as busy as we are."

Workforce Development Institute

"We have a small payroll but GTM handles it like they do for businesses of all sizes: timely, efficiently, and accurately."

Capital District Youth Soccer League



- **HR management.** GTM works with you to create a customized employee handbook that is compliant with state and federal laws. Get access to HR consultants for custom support in every aspect of managing your people, from handbook development to the creation of proper policies and procedures. Use our HR Central portal for a library of up-to-date information on employment laws, regulations, relationship management, job descriptions, and more.
- **Pay-as-you-go workers' compensation and disability insurance.** Our pay-as-you-go feature eliminates down payment requirements, calculates premiums based on actual payroll, avoids "premium surprises," and allows you to match your payments to your cash flow. Our enhanced disability policy option significantly increases the benefits of a statutory policy, allowing your employees to receive a more valuable benefit.
- **Labor poster compliance.** Labor laws change fast, and they often take place "under the radar"—making it nearly impossible for business owners to keep up. GTM eliminates this worry by providing the most current federal and state postings required by law.

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.

Don't sweat the small stuff.

Only you can do what you do best. Yet there are paychecks to be cut, regulations to be followed, HR policies to be refined. Let us do that "small stuff" while you take care of the thing that matters most: your business, your growth, your success.

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

"I cannot stress enough how simple and seamless our payroll processing is now, and that is due in great part to the dedicated staff at GTM."

Make-A-Wish Northeastern
New York





GTM Payroll Services Inc.

Office Locations

GTM Headquarters

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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

