

Service:	Payroll ^{Plus+}	HR ^{Plus+}	Recruit ^{Plus+}	CheckPoint ^{Plus+ *}
Payroll	✓	✓	✓	✓
Payroll	✓	✓	✓	✓
Online Payroll	✓	✓	✓	✓
Onsite Paycheck Printing	✓	✓	✓	✓
Downloadable Reports	✓	✓	✓	✓
Time & Attendance Interface	✓	✓	✓	✓
Paid Time Off Tracking	✓	✓	✓	✓
Direct Deposit	✓	✓	✓	✓
Unemployment Cost Control	✓	✓	✓	✓
Tax Filing	✓	✓	✓	✓
Year End W2 Processing	✓	✓	✓	✓
Human Resources	✓	✓	✓	✓
HRMS/HRIS with 24/7 Access	✓	✓	✓	✓
Employee Self-Service	✓	✓	✓	✓
Manager Self-Service	✓	✓	✓	✓
Client Intranet	✓	✓	✓	✓
Compensation Analysis	✓	✓	✓	✓
Employee Handbooks/Manuals	✓	✓	✓	✓
Employee Appraisals	✓	✓	✓	✓
Job Descriptions	✓	✓	✓	✓
HR Library	✓	✓	✓	✓
Employee Benefits	✓	✓	✓	✓
Benefits Enrollment	✓	✓	✓	✓
Section 125 Premium Only Plan**	✓	✓	✓	✓
No Admin. Fee 401(k)/Pension Plan	✓	✓	✓	✓
COBRA Administration	✓	✓	✓	✓
Web Shopping of Benefits	✓	✓	✓	✓
Medical	✓	✓	✓	✓
Vision	✓	✓	✓	✓
Dental	✓	✓	✓	✓
Short Term Disability	✓	✓	✓	✓
Long Term Disability	✓	✓	✓	✓
Long Term Care	✓	✓	✓	✓
Voluntary Benefits	✓	✓	✓	✓
Employee Assistance Program (EAP)		✓		✓
Access to Counseling and Life Services 24/7		✓		✓
Training		✓		✓
Compliance – Sexual Harassment		✓		✓
Compliance – Diversity in Workplace		✓		✓
Skills – Microsoft® Products		✓		✓
Skills – Sales Training		✓		✓
Recruiting			✓	✓
Job Posting Exported to Internet			✓	✓
Candidates Imported to HRMS			✓	✓
Skills Validation			✓	✓
Background Checks			✓	✓

✓ (✓) = *Included*

*Note: *CheckPoint Plus* represents our Premium Service Offering and is a combination of our core ASO service – *Payroll Plus* with both optional enhancements – *HR Plus* & *Recruit Plus*.

**Note: Section 125 Plans including Flexible Spending Accounts and Section 132 Transit Programs are available at a nominal additional cost. If you wish these services, we will include them in our proposal.

