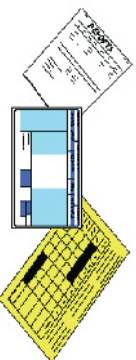


## Who is this service for and how can I access the Payroll Service?

Wired currently provide a Payroll Service specifically designed to meet the needs of individuals who use direct payments and / or Independent Living Fund (ILF)

### Services we provide:

- Register new employers with the HM Revenue & Customs (HMRC)
- Calculate your employees pay e.g. Income Tax, National Insurance, Holiday Pay, Maternity Pay, Sick Pay, etc
- Notification of changes via telephone, post or electronically to suit your needs
- Electronically send and receive time sheets and pay slips if required
- Provide Stationery e.g. Pay Slips, Timesheets, Starter Forms (P46) and Leavers Forms (P45)



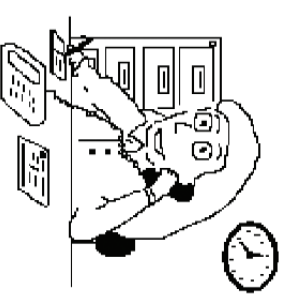
- Produce quarterly reports
- Forward payment of Tax and National Insurance Contributions to HM Revenue & Customs on your behalf
- Electronically file employers annual return (P35) and employee's pay and deductions summary (P14) with the Inland Revenue at the end of each tax year and provide you with a summary (P60) for each of your employees
- Keep you compliant with tax rates and other changes relating to payment of staff and implement these for you
- We will offer guidance with any payroll related issues
- Keep complete payroll records on your behalf

- Liaise with the HM Revenue & Customs regarding your statutory liabilities and help you to avoid penalties
- Provide a dynamic service dedicated to making payroll easier for employers

### We will keep you compliant with HM Revenue & Customs requirements !

For a competitive fixed fee we offer an All-Inclusive payroll support service to suit your needs

We also provide payroll services to small businesses and local authorities.  
Quotations offered upon request



## This leaflet is part of Wired's information series. Other leaflets in this series include:

- Advocacy Services for Disabled Adults
- Advocacy Service for Children who are looked after (in care)
- Advocacy for School Pupils who are Disabled in a School Setting
- Advocacy for Carers
- Carers Support
- Direct Payments Advocacy
- Shopmobility
- Parent Carers Support
- Wirral Disabled Peoples' Action Forum

## The Wired Mission

Wired - promoting the equality, dignity and independence of disabled people and carers.

### For all Wired services (except for Shopmobility)

#### contact:

Cavendish Enterprise Centre,  
Brassey Street, Birkenhead, CH41 8BY

 Tel: 0151 670 1500

 Fax: 0151 670 1600

 Minicom: 0151 653 3230

Web: [www.wired.me.uk](http://www.wired.me.uk)

Email: [wirralpayroll@wired.me.uk](mailto:wirralpayroll@wired.me.uk)

## Payroll Service

For people using  
Direct Payments and / or  
Independent Living Fund (ILF)

Wired - an independent organisation - providing a range of services which promote the equality, dignity and independence of disabled people and carers, and influence others to do the same.



Registered Charity No: 1060105  
Company No: 2997803

# Wired

Wirral Information Resource

for Equality and Disability