

This is info on “paperless” direct deposit advices (alias “ACH Paystubs” or “vouchers”)... This also provides fully-compliant stubs sent when ACH and or paycards have eliminated checks for employees who do not use normal direct deposit (ACH). The concept is to present compensation on your own custom form - and push that out via email with a password-protected PDF!

What it is: We devised a method for **emailing DD advices** to selected employees – applicable where the recipient (employee) has access to email, either privately or at work, and s/he can use any program that is PDF-compatible (Acrobat Reader – free!). We produce a PDF of the individual DD advices in the familiar BAS Check Printing Program. We can coordinate with your IT group to determine whether you have access to your email (SMTP) server as the originator of emails.

How it works: BAS produces checks from payroll history by assembling them, not from a print-file! You run the BAS Custom Check Printing Program with this new option configured to produce a password-protected PDF. Even if you do not need to print checks or advices, you still need to have purchased a BAS base program and selected the form you want to send to your workforce. This also means you’d have to manage the email address and PDF password in Abra or BAS-provided setup. Most Clients have been using an easily-remembered convention for their passwords such as initials and last 4 of ssn or equivalent.

Budget Range: As an option to our Check/Advice Printing Program, you’d budget for a \$995 initial purchase with \$199 for support (\$1194 combined)... – as additional support to that of the check program base. A full BAS check/advice printing program base (if you don’t already have one) would be an additional 3K which is sensitive to active employee count.

Stuffer: You can create your own (possibly multi-page) PDF of your “stuffer” with content (graphics, links, etc.) and send it as an additional attachment along with their paystub.

Text Message Alert: You can also send a text message to selected employees who elect to have this courtesy notification. This message gets no attachment. This will go to a general carrier-provided email-to-text address provided by the employee.

Samples available: Contact BAS as shown in the footer to have full-size samples sent to you.

For questions or to order the Custom Check/Advice or Paystub Emailing Program for Abra HRMS® Payroll, contact BAS at:
800-280-9159 or 727-866-2122

Additional product information is available on the BAS website:
www.BASpay.com

Additional information is here:
http://www.baspay.com/payroll_check.asp

Figure 1: Paystub Emailing Setup Screen (sample)