

Feature	Quickpay	Micropay
Modularised for Employee Break	10, 30, 99	30, 300, Unlimited
All Standard Pay Frequencies	■	■
Nett to Gross Calculation	■	■
Automatic Calculation of Tax & Emergency Tax	■	■
Automatic PRSI Switching	■	■
Automatic PAYE, PRSI & Benefit In Kind Calculations	■	■
Payment Methods – Cash, Cheque, Giro & Paypath	■	■
Payment & Deduction Elements	10	99
Deductions as a Percentage or Fixed Amount	■	■
Caters for PRSA, Pension Deduction & File Export	■	■
Multi-Company	■	■
On-line Help	■	■
Print to Laser or Dot Matrix Printers	■	■
Comprehensive Reports	■	■
Nominal Link to Sage Accounts	■	■
	(Quickpay Plus only)	
Display of Payslip During Timesheet Entry	■	■
Revenue On Line Service Accreditation	■	■
Auto Run Set-up	■	■
Department & Cost Centres	■	■
View & Print Historical Payslips	■	■
Financial & Tax Year Reporting	■	■
Additional Customisable Payslip Fields	■	■
Period Archive Facility	■	■
Easy Tax Year End Processing	■	■
Tax Credit Import	■	■
Additional Modules:		
Job Costing		■
Advanced Report Writer		■
Timesheet Import		■
HR Import		■
Multi-User		■
Split Nett Pay		■
Additional Payments & Deductions		■
Interim Paypath		■

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**1800 255 300**

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## Sage Quickpay and Micropay - payroll solutions that work for your business

At Sage we recognise that payroll is becoming a more complex area. With continuous updates, regulations and assessments from the Revenue, as well as requests from employees, it is essential to have a flexible payroll system that prepares you for every eventuality.

Sage has two easy-to-use, fully automated payroll systems – Quickpay and Micropay – designed to take the stress out of payroll. And not only are they great value for money but you'll also make huge savings on time.

Like every Sage product, Quickpay and Micropay come with an outstanding support network. We have a range of Quickpay and Micropay training courses designed for different levels of experience and needs, including payroll year end workshops to guide administrators through this complex area. And of course, our specialist payroll support team is just at the end of the phone to help with any queries you may have. Both standardised and personalised stationery has also been developed to work with Quickpay and Micropay.

## Sage Quickpay

Sage Quickpay is the affordable, fast and efficient payroll of choice for small to medium sized Irish businesses.

Key benefits include:

- Ease of use - even with no previous knowledge of payroll or technology.
- Catering for all Revenue requirements – including PAYE, PRSI, PRSA's, and BIK (Benefit in Kind). PRSI switching is also catered for so employees always make the right contributions, even if their income changes regularly.
- Making Nett pay calculations easy, by using a special Nett-to-Gross option.
- Allowing payslips to be viewed onscreen before they are printed or accepted. Can print onto pre-printed stationery.
- A detailed checklist for Tax Year End returns.
- Printing P60's, P35's and P45's at the touch of a button, and processing of P35's through ROS.
- Allowing for multi-company payroll processing.
- Keeping track of the costs of paying your employees.
- Easy access to historical payslips.

Sage Quickpay Plus can also be linked to Sage Accounting Software to create a complete business management system.

## Sage Micropay

Sage Micropay is designed for medium to large Irish businesses. It's a powerful, easy-to-use Windows-based system that's available in various versions for different sized companies.

As well as having all the functionality of Sage Quickpay, Micropay is also capable of handling more complex tasks. The introduction of ROS (Revenue Online Service) saves time and ensures speedy and secure delivery of P30s, P35s and P45s to Revenue.

Features of Sage Micropay include

- Ability to hold year-to-date reporting for tax and financial year totals.
- The facility to store and retrieve historical payslip data easily.
- Period Archive Facility: Allowing you to go back and report on historical information quickly and easily.
- Providing payroll security through individual access passwords. The administrator can also decide which items can be available to certain levels of users.
- Nominal Module - Creates a journal within the payroll allowing you to link directly to your Sage Accounting Software.
- Job Costing Module - Allows an employee's hours or pay to be distributed over different jobs on a single timesheet.
- Advanced Report Writer - Creates more complex customised reports.
- Timesheet Import Link - Lets you import your payroll data quickly and efficiently from a third party system (e.g. clock card system) to avoid duplication of work.
- Data Import File - Employee information is easily imported, filed and updated.
- Multi-user Module - Two or more users can access different payrolls at the same time.
- Split Nett Pay - Nett pay can be divided and paid through cheque, cash or Paypath and split over more than 1 bank account.
- Additional Payments and Deductions – up to ninety nine can be maintained.
- Interim Paypath - allows you to pay staff mid-month.

## Micropay

*"With such a diverse range of companies we needed payroll software that was powerful, flexible, easy-to-use and would give us all the information and options needed to process complex payrolls. We chose Sage Micropay because of its reputation in the marketplace and because it accommodates any combination of incomes, deductions, taxes, benefits and holidays plus it gives the user the option of creating user defined reports. Micropay is an excellent product with great customer support which is vital in running any business."*

**Martin Coleman,**  
Managing Director,  
Compu-Pay.

*"I'm very impressed with the features and options of Sage Micropay. All the fields are there and as it is Windows based, all I have to do is fill them in. It is very user-friendly and easy to use."*

**Paula Noblett,**  
Financial Manager,  
Leamore Transport & Warehousing.

## Quickpay

*"Since we installed Quickpay, I save about one day's work per week. The system can print pay slips, cheques and generate payroll to get better insight into business finances. I'm very impressed with the features and options in Sage Quickpay. It is very user-friendly and easy to use. It handles expenses and each individual's mobile phone charges and it deducts straight from their wages. Mileage and other items are all recorded in Quickpay so there is no need for spreadsheets. Deduction printouts give you all the reports you need."*

**Elaine Peppard,**  
Company Secretary,  
Neopost Limited Ireland.