

## Payroll Services



Cafico International provides payroll services in fulfilment of its role as payroll agent for trading companies, financial services special purpose vehicles and funds. Our experienced payroll team provides comprehensive payroll management services to a broad range of companies, ranging from small owner-managed businesses to large multinationals, tailored to suit each client's individual requirements.

Our team of dedicated payroll professionals provide critical support services to companies on a fully-managed service basis. This enables you to allocate your resources to core business activities, secure in the knowledge that your payroll obligations are in safe hands.

### For further details on our Payroll Services contact:

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An in-house payroll function can present challenges and risks for businesses in a constantly changing regulatory environment with changes in tax legislation impacting both employers and employees.

With an outsourced payroll service provider, quality and continuity of service is guaranteed and the risk of late or incorrect payment is significantly mitigated.

#### Advantages of Outsourcing Payroll

- Save on time and costs
- Ensure accuracy and avoid errors
- Mitigate risk of tax penalties
- Ensure confidentiality
- Access to payroll specific expertise for employers and employees.

#### Our Payroll Services

- Registration of the employer for payroll tax with the relevant local revenue authority
- Registration as tax agent with the local revenue authority to facilitate filing of payroll tax returns and discharge of all payroll tax liabilities of the employer

- Employees master data setup in accordance with GDPR
- Transmission of payroll data and issue of tailored payroll reports to finance and human resource departments
- Processing of monthly, bi-monthly or weekly payroll for employees
- Issuing of password protected electronic payslips to employees
- Arrangement of payment of salaries and benefits by EFT
- Filing of monthly returns to the tax authorities - It is the legal obligation of employers to remit tax and social insurance deductions made from employees' salaries to tax authorities. We will administer this burden on your company's behalf.
- Filing of all required year-end forms with the tax authorities on behalf of the employer and issuance of the required annual tax documentation to employees
- Calculation of Benefit-in-Kind benefits
- Assistance with payroll obligations for employee share schemes
- Payroll for fund directors

## Payroll Services



- Shadow payrolls for overseas directors
- Assistance with set up and administration of company pension schemes
- Assistance with set up and administration of company health insurance schemes
- Starters and leavers management
- Employee leave tracking

### What to Expect

We will guide you step by step through the set-up process, working closely with your finance and HR teams to understand your specific requirements.

We will provide a comprehensive list of all employee data required to be provided to ensure effective and timely payroll processing.

We will conduct a thorough planning process to ensure a smooth set-up or transition for you and your staff.

We will process and issue payroll reports in a timely manner for review and approval.

We use highly secure, password

protected payslips for each employee in order to maintain confidentiality.

We will ensure that all payroll tax return filings obligations are met.

Following the end of each tax year, we complete all relevant returns on behalf of your company for submission to the relevant tax authorities.

### Your Trusted Partner

Cafico International is an experienced, independent Trust and Corporate Services Provider for those seeking to do business in Dublin, London or Luxembourg.

We help international companies and financial institutions by providing them with cost-effective, tailored and independent trust corporate services. We specialise in offering an effective turnkey solution, minimising the management input on our clients, whilst assisting them in achieving their overall corporate objective.

Established in 2012, since then we have grown to service over 300 clients from the financial services, technology, communications, pharmaceutical

and aviation sectors. These include leading investment banks and NYSE and NASDAQ-listed companies as well as large private companies to whom we provide a full suite of corporate administration, financial and management accounting, tax compliance and treasury services as they establish operations in Ireland, Luxembourg or the UK.