

**SB Recommend, Inc.**

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**CURRENT PAYROLL COST ESTIMATES**

**Fixed Costs/Statutory Requirements**

	Customary	Actual
Social Security (FICA)	7.65%	%
Federal Unemployment Tax (FUTA)	.80%	%
State Unemployment Tax (SUTA)	.1% to 5.40%	%
Workers' Compensation (Modifier _____%)		%

**SUBTOTAL OF FIXED \_\_\_\_\_%**

**Variable Costs of Payroll Administration**

These variable costs average 8% - 15% according to experts of gross payroll

<u>Payroll Preparation</u> - Time spent to write, sign and post checks, prepare tax deposits, State and Federal returns, 940s 941s, W2s, Banking Costs, and/or paying a payroll or accounting service.	2 % - 5%	%
<u>Administrative Expenses</u> – Deposits and premiums for workers' compensation, workers' compensation claims, healthcare and COBRA administration, wage and hour compliance, OSHA reports, and certificates fulfillment.	2 % - 5%	%
<u>Executive Allocations</u> – Negotiating workers' compensation, healthcare and employee benefits, compliance with employment regulations and changes audit responsibilities. Managing legal and human resources staff functions.	2 % - 5%	%
<u>Pension / 401K Retirement Plan</u> – Cost of plan document, administration, annual reports, investments, employer matching contributions, ongoing IRS qualifications.	2% - 5%	%

**SUBTOTAL OF VARIABLE COSTS \_\_\_\_\_%**

**ESTIMATED COST OF PAYROLL \_\_\_\_\_%**

Present Healthcare Rates \$ \_\_\_\_\_ Employee                      \$ \_\_\_\_\_ Employee + Spouse  
\$ \_\_\_\_\_ Employee + Child                      \$ \_\_\_\_\_ Family

Internal Revenue Service Section 125 Pre Tax Plan Available? \_\_\_\_\_ Yes \_\_\_\_\_ No