



IN THE BUSINESS OF YOUR SUCCESS®

ADP's Pay-by-Pay® Premium Payment Report

VIEW CRITICAL DATA / BE PREPARED COME AUDIT TIME / SAVE TIME & EFFORT

In addition to enjoying the benefits of ADP's Pay-by-Pay Premium Payment Program, we'd like you to enjoy the peace of mind that detailed reporting offers. The Pay-by-Pay Premium Payment Report is a convenient management report that will be provided to you each time you run payroll.*

01 Employee Detail: Provides information on employee including name, number, status, class code, state in which the employee is working.

02 Current Payroll Wage Information: Displays all of the employee's earnings, and what is subject to and excluded from workers' compensation premium calculation.

03 Current Payroll Rate and Premium: Calculation of the current subject wages multiplied by the rate for the class code for this payroll.

04 Other Charges: Lists additional payments other than employee-level premium such as state assessments, surcharges, or taxes included on your Policy Information page.

05 Total Charges This Period: Highlights the total premium that will be debited from the employer's bank account.

06 Employee Status Legend: Describes the value listed in the Employee Status column and what it means.

ADP Insurance Services												
Policy Number: PWXONJ007			Insurance Carrier: IA - Hartford				Policy Period: 09/01/2014 - 09/01/2015					
01 EMPLOYEE DETAIL												
Period Covered: 09/08/2014 - 09/21/2014 Run: 3 Check Date: 09/15/2014 Qtr: 3 Week: 38												
Employee Information			Current Payroll Wage Information					Current Payroll Rate and Premium		Totals		
Department	Employee Name/ Adjustment Description	Status	Regular Wages	Overtime Wages	Total Wages	Excluded Overtime Wages	Excluded Other++	Subject Wages	Rate	Premium	Total Subject Wages	Total Premium
New Jersey - 8810												
	Capone, Laurence		2,500.00	0.00	2,500.00	0.00	0.00	2,500.00	1.20%	30.00	2,500.00	30.00
	Jain, Amit		660.00	0.00	660.00	0.00	0.00	660.00	1.20%	7.92	660.00	7.92
	Maniaci, Nick		600.00	0.00	600.00	0.00	0.00	600.00	1.20%	7.20	600.00	7.20
	Sperduto, James		620.00	0.00	620.00	0.00	0.00	620.00	1.20%	7.44	620.00	7.44
	Wolckenhauer, Tara		660.00	0.00	660.00	0.00	0.00	1,180.00	1.20%	14.16	1,180.00	14.16
Total: New Jersey 8810			5,040.00	0.00	5,040.00	0.00	0.00	5,560.00	1.20%	66.72	5,560.00	66.72
Employee Premium Total:			5,040.00	0.00	5,040.00	0.00	0.00	5,560.00		66.72	5,560.00	66.72
Policy/Payroll Total:			5,040.00	0.00	5,040.00	0.00	0.00	5,560.00		66.72	5,560.00	66.72
Period Covered: 09/22/2014 - 10/05/2014 Run: 4 Check Date: 09/29/2014 Qtr: 3 Week: 40												
Employee Information			Current Payroll Wage Information					Current Payroll Rate and Premium		Totals		
Department	Employee Name/ Adjustment Description	Status	Regular Wages	Overtime Wages	Total Wages	Excluded Overtime Wages	Excluded Other++	Subject Wages	Rate	Premium	Total Subject Wages	Total Premium
New Jersey - 8810												
	Capone, Laurence		7,367.90	0.00	7,367.90	0.00	0.00	7,367.90	1.20%	88.41	9,867.90	118.41
	Jain, Amit		8,180.64	0.00	8,180.64	0.00	0.00	8,180.64	1.20%	98.17	8,840.64	106.09
	Maniaci, Nick		8,078.00	0.00	8,078.00	0.00	0.00	8,078.00	1.20%	96.94	8,678.00	104.14
	Sperduto, James		7,367.88	0.00	7,367.88	0.00	0.00	7,367.88	1.20%	88.41	7,987.88	95.85
	Wolckenhauer, Tara		7,448.00	0.00	7,448.00	0.00	0.00	7,448.00	1.20%	89.38	8,628.00	103.54
Total: New Jersey 8810			38,442.42	0.00	38,442.42	0.00	0.00	38,442.42	1.20%	461.31	44,002.42	528.03
Employee Premium Total:			38,442.42	0.00	38,442.42	0.00	0.00	38,442.42		461.31	44,002.42	528.03
OTHER CHARGES												
Description								Subject Wages	Amount	Total Subject Wages	Total Amount	
Premium: NJ/8810									0.01		0.01	
Other Charges Total:								0.00	0.01	0.00	0.01	
Policy/Payroll Total:								38,442.42	461.32	44,002.42	528.04	
Period Covered: 10/06/2014 - 10/19/2014 Run: 5 Check Date: 10/10/2014 Qtr: 4 Week: 41												
Legend: (*) owner or officer, (T) Terminated, (L) Leave of Absence, (D) Deceased. Blank indicates an active employee.												
Client: R4/DRH												
Sals Custom Test Cars												
Pay-by-Pay® Premium Report										Date Range: 09/15/2014-12/29/2014		
										Page 1 of 6		

Page 1 of the report will always show employee level activity for this payroll / current payroll.

See page 2 for additional features >

PAY-BY-PAY PREMIUM PAYMENT REPORT

The second section of your Pay-by-Pay Premium Payment Report will include a Monthly Summary and a Policy Year-to-Date Summary of activity for the policy.

The Monthly and Policy YTD summaries are meant to provide a quick snap-shot of payments for the month and fiscal year of your policy. It can be useful in helping your business track expenses by month and also provides the YTD figures that can be used during the final audit of your policy by your insurance carrier.

07 Wage Information: This describes wage information used to determine subject wages for premium calculation purposes.

09 Check Date: Identifies the payroll period on which the current premium is calculated.

08 Policy YTD Summary: Shows class code, wages and premium activity for the calendar year-to-date.

ADP Insurance Services							
Policy Number: PWXONJ007		Insurance Carrier: IA - Hartford		Policy Period: 09/01/2014 - 09/01/2015			
Monthly Summary - November 2014							
Classification Code	Regular Wages	Overtime Wages	Total Wages	Excluded Overtime Wages	Excluded Other	Subject Wages	Premium
New Jersey - 8810	20,080.00	0.00	20,080.00	0.00	0.00	21,120.00	253.44
Total for State - New Jersey	20,080.00	0.00	20,080.00	0.00	0.00	21,120.00	253.44
Month to Date Totals:	20,080.00	0.00	20,080.00	0.00	0.00	21,120.00	253.44
08 Policy YTD Summary							
Classification Code	Regular Wages	Overtime Wages	Total Wages	Excluded Overtime Wages	Excluded Other	Subject Wages	Premium
New Jersey - 8810	76,050.45	0.00	76,050.45	0.00	6,268.03	71,862.42	862.35
Total for State - New Jersey	76,050.45	0.00	76,050.45	0.00	6,268.03	71,862.42	862.35
Other Charges:							
Premium: NJ/8810						0.00	0.01
Policy YTD Totals:	76,050.45	0.00	76,050.45	0.00	6,268.03	71,862.42	862.36
Contact Information:							
Automatic Data Processing Insurance Agency, Inc.: (800)524-7024							
IA - Hartford: (800)524-7024							
Claims: (800)524-7024							
Notes:							
++ Please review your employees on this report and make sure they are listed with the appropriate classification code. If you identify any employees listed with an incorrect classification code, please contact us at 800-524-7024 so that we can make corrections.							
<i>This report contains Pay-by-Pay program information provided to you by ADP Insurance Services. All insurance information/data is provided through Automatic Data Processing Insurance Agency, Inc.</i>							
Legend: (*) owner or officer, (T) Terminated, (L) Leave of Absence, (D) Deceased. Blank indicates an active employee.							
Client:R4/DRH		Sals Custom Test Cars		Pay-by-Pay® Premium Report		09 Period Covered: 11/17/2014 - 11/30/2014 Run: 10 Check Date: 11/24/2014 Week: 48 Qtr: 4 Page: 2 of 2	

See page 3 for additional features >



PAY-BY-PAY PREMIUM PAYMENT REPORT

The last page of your Pay-by-Pay Premium Payment Report might include a sub-category called Employee Catch-Up Detail. This additional report will be included when and if 'Catch-Up' is processed by ADP. Catch-Up premium is calculated for various reasons, including but not limited to, when the effective date of your Workers' Compensation Policy is before you joined ADP's Pay-by-Pay Premium Payment Program.

ADP calculates what premium should have been collected for each employee subject to coverage. ADP collects that 'Catch-Up Premium' in one or several payments depending on the carrier. ADP does this to help minimize audit impact at the end of your policy term.

10 Employee Catch-Up Detail: Catch-Up is the amount of premium that needs to be collected when a payroll(s) are missed and premium was not collected for the missed check date(s). Catch-Up premium should be collected to help minimize the amount due at final audit.

11 Net Rate: Takes into account any credits and/or debits that apply to premium and modifies the class code basis rates. The net rate will show a percentage on your Pay-by-Pay Premium Payment Report used to calculate premium based on actual payrolls.

12 Number of Payments: Shows the total number of payments over which the catch-up premium will be divided.

13 Contact Information: Displays the contact information for ADP Insurance Services.

File #	Employee Name	Status	Period Covered	Check Date	Subject Wages	Net Rate	Premium	Number of Payments	
New Jersey - 8810									
000999007	ANDERSON,JIM	T	11/16/2010 - 11/22/2010	11/24/2010	225.00	.67 %	1.51	1	
000999008	JONES,MARY		11/16/2010 - 11/22/2010	11/24/2010	1,523.00	.67 %	10.20	1	
000999009	KLIEN,STEVE		11/16/2010 - 11/22/2010	11/24/2010	755.00	.67 %	5.06	1	
Total Employee Catch Up for New Jersey - 8810							2,503.00	.67 %	16.77
Total Employee Catch Up for New Jersey							2,503.00		16.77
Total Employee Catch Up							2,503.00		16.77

13 Contact Information:

ADP Insurance Services: (800)524-7024 Ext: 8899
 Ansur America: (999)555-9999 Ext: 999
 Claims: (999)555-1212 Ext: 888

Notes:
 ++ Please contact ADP Insurance Services if you need to make any additions or changes to your Worker's Compensation Policy.
 The premium portion of overtime wages in the state of California is not subject to workers' compensation premium.

This report contains Pay-by-Pay program information provided to you by ADP Insurance Services. All insurance information/data is provided through Automatic Data Processing Insurance Agency, Inc.

Legend: (O) owner or officer, (T) Terminated, (L) Leave of Absence, (D) Deceased. Blank indicates an active employee.

Client:R4/DRH
 Sals Custom Test Cars

Date Range: 09/15/2014-12/29/2014
 Page 6 of 6

Pay-by-Pay® Premium Report

*The Pay-by-Pay® Premium Payment Report contains confidential employee payroll information. It is emailed only to the contact you have provided for workers' compensation. The contact you have identified may be changed at any time by calling ADP Insurance Services customer service center at 1-800-524-7024 from 8:00a.m.-8:00p.m. [EST].

This material covers the Pay-by-Pay payroll feature of ADP's payroll processing services and does not involve the offer or sale of any insurance product. All insurance products will be offered and sold through Automatic Data Processing Insurance Agency, Inc., its licensed agents or licensed partners. 1 ADP Blvd. Roseland, NJ 07068. CA License #0D04044. Licensed in 50 states. Certain services may not be available in all states.

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