



# Employee Payment Summaries

Billed at the standard hourly rate

This service ensures all the relevant payroll reconciliations are completed, your Employee Payment Summaries are correct and lodged with the ATO.

## INCLUDES:

- Posting pay runs where necessary
- Reconciling the payroll ledger to the general ledger at 30 June
- Reconciling wages payable at 30 June
- Reconciling super payable at 30 June
- Reconciling PAYG withholding payable at 30 June
- Reconciling Xero Payroll with BAS figures lodged
- Adjusting payroll and or your June BAS where necessary
- Ensuring amounts are allocated to correct fields in the Payment Summaries
- Emailing and forwarding PAYG summaries to you and employees
- Lodging your PAYG Summary with the ATO
- Uploading reconciliation into Xero for your accountant

**RESORT**  
ACCOUNTS&CONSULTING



BAS AGENT  
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PLATINUM  
PARTNER

CERTIFIED  
ADVISOR