

Frequently Asked Questions on our Payroll Service in Trinidad & Tobago

What do I need to get started?

All we need is your company and employee information, and payroll history (if any) for this year. Call us to schedule an appointment to discuss your payroll requirements. We will design a customized payroll solution for you.

Can I switch payroll providers mid-year?

As long as you have records of your payroll history, you can switch at any time.

Can I import this information to my accounting software?

You can import your payroll data into accounting software such as QuickBooks®, QuickBooks, Peachtree, so that all information is in one place.

What about TD4's?

At year-end, we create TD4 forms for you and your employees. And we take care of filing them with the Board of Inland Revenue.

What if an employee needs a copy of an old pay stub?

No problem. We maintain complete records of your payroll data, for quick access whenever you need it.

How will I stay on top of my payroll details?

We will provide you with a variety of reports that will allow you to remain informed and in control of your payroll.

Can you help our business avoid unnecessary Inland Revenue Penalties?

Did you know that each year, many small businesses pay penalties to the BIR? With our payroll service, you'll never miss a tax deadline or pay the wrong amount. A company who fails to deduct PAYE or to remit, to the Board of Inland Revenue, the PAYE deducted, is guilty of an offence and liable on summary conviction to a fine of fifteen thousand dollars (TT\$15,000.00) or to imprisonment for two (2) years or both.