



**Parker Russell**



**PAYROLL SERVICES**

We assist and support you.

**SERVICE PACK**

# PAYROLL SERVICES

We provide comprehensive services involving calculation of payroll, with an eye to optimizing tax obligations. We assist in drafting contracts, calculating salaries, preparing tax and social insurance declarations, and settling procedures to record working time. We support our clients' staff in correctly settling their annual personal income taxes.

- Monthly payroll computation
- Statutory deductions (NPF/PAYE/NSF) for filing with statutory bodies
- Provision of payslips
- Computation of Severance & Compensation allowances
- Filing of Employee Declaration Forms (EDF)
- Annual Return of Employees with the Revenue Authority
- Statement of Emoluments at year end
- Filing of tax return with the Revenue Authority







## CONTACT US

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