

Paychex ERTC Service Overview

The Employee Retention Tax Credit (ERTC) was created to help eligible employers claim a payroll tax credit on qualified wages paid from mid-March 2020 through the end of 2021, reducing the impact of pandemic-related shutdowns and loss of business. Qualified employers can claim a refund for this tax credit retroactively on wages paid through Sept. 30, 2021, except for Recovery Startup Businesses that can claim the credit through Dec. 31, 2021.

Paychex ERTC Tax Service offers:

- Provides you with a specially trained ERTC Service consultant who will calculate the potential credit and provide the calculations to clients for review.
- Paychex will file the amended returns and provide you with full documentation of calculations.

Paychex ERTC Service Costs¹:

1. 2020 Processing — \$2,600 for the first quarter processed and \$550 per additional closed quarter. This includes all reports and amended returns.
2. 2021 Processing — \$2,600 for the first quarter processed and \$550 per additional closed quarter. This includes all reports and amended returns.
3. If the ERTC total is less than or equal to \$5,000 — a base fee of \$750 per year is applied along with the fee rate described below:
 - 0–49 Employees — \$125 per amended return/quarter
 - 50–99 Employees — \$150 per amended return/quarter
 - 100 + Employees — \$200 per amended return/quarter

Paychex has helped its ERTC Service clients qualify for an average of

\$130,000²
in credits

Sign up for Paychex HR Services and get a

\$1500
reduction in set-up fees

Not eligible for ERTC? You won't be charged any fees.

To get started, contact me today:

Keith McGuire

734-629-3855

kpmcguire@paychex.com

¹Additional Fees may apply. Please refer to your Paychex ERTC addendum for the complete ERTC Fee Schedule.

²Available credits will depend on your unique facts and circumstances.